

REPORT
OF THE
BOARD OF CIVIL SERVICE EXAMINERS
FOR THE
YEAR ENDED DECEMBER 31
1902

PRINTED BY ORDER OF PARLIAMENT



OTTAWA

PRINTED BY S. E. DAWSON, PRINTER TO THE KING'S MOST
EXCELLENT MAJESTY

1903

BOARD OF CIVIL SERVICE EXAMINERS,

OTTAWA, January 31, 1903.

The Honourable

RICHARD WILLIAM SCOTT, K.C., LL.D.,
Secretary of State of Canada.

SIR,—Herewith I have the honour of addressing you the report of the Board of Civil Service Examiners for the year ended December 31, 1902.

This document embraces the information usually afforded under the following heads:—

1. Statement of the Promotion, Excise and Entrance Examinations, the number of candidates present thereat, and the number who passed and failed.
2. Copies of the Question Papers submitted at the said examinations.
3. Lists giving the names of the candidates who were successful in passing the Preliminary and Qualifying Examinations.
4. List of candidates who succeeded in options, specifying the subject in which they passed.
5. List of graduates of Canadian Universities who have exhibited their diplomas to the Board, and who, in consequence are qualified for employment in the Public Service without examination.
6. Copy of the regulations governing the Board.

I have the honour to be, sir,

Your obedient servant,

WM FORAN,
Secretary.

REPORT OF THE COMMITTEE ON THE

COMMITTEE ON THE

THE COMMITTEE

REPORT OF THE COMMITTEE ON THE

COMMITTEE ON THE

REPORT OF THE COMMITTEE ON THE

COMMITTEE ON THE

REPORT OF THE COMMITTEE ON THE

COMMITTEE

REPORT OF THE COMMITTEE ON THE

COMMITTEE ON THE

REPORT OF THE COMMITTEE ON THE

REPORT OF THE COMMITTEE ON THE

COMMITTEE ON THE

REPORT OF THE COMMITTEE ON THE

COMMITTEE

REPORT OF THE COMMITTEE ON THE

REPORT OF THE COMMITTEE ON THE

COMMITTEE ON THE

REPORT OF THE COMMITTEE ON THE

REPORT OF THE COMMITTEE ON THE

COMMITTEE ON THE

REPORT OF THE COMMITTEE ON THE

COMMITTEE ON THE

REPORT
OF THE
BOARD OF CIVIL SERVICE EXAMINERS
FOR THE
YEAR ENDED DECEMBER 31, 1902.

The undersigned, constituting the Board of Civil Service Examiners of the Dominion of Canada, have the honour in conformity with the requirements of the Civil Service Act, to submit their report for the year ended December 31, 1902.

PROMOTION EXAMINATION.

The general promotion examination for the employees of the Civil Service, the Excise Branch of the Department of Inland Revenue excepted for the reasons hereinafter set forth, was this year held on Tuesday, May 13, and following day at Halifax, St. John, Montreal, Ottawa, Kingston, Toronto, London and Winnipeg, and were personally conducted at two of the 'centres,' Montreal and Ottawa, by members of the Board, and at the remaining 'centres' by the employment of sub-examiners. Candidates presented themselves from the following departments, viz.:—Customs, Post Office, Indian Affairs, Finance, Agriculture, Marine and Fisheries, Militia and Defence, Trade and Commerce, Public Works, Geological Survey, Railways and Canals, Auditor General and Inland Revenue (inside service). The number of employees who attended the examination was not large, as will be seen by the statements in subsequent pages, but the reason for this, as had been noted in previous reports, is that the great majority of the employees of the service have from time to time, since the establishment of the Board in the year 1882 qualified for promotion.

Appended to this report will be found sets of the papers submitted to the candidates at the promotion examination, including all the papers on 'Duties of Office.'

EXCISE PROMOTION EXAMINATION.

As has been explained in previous reports of the Board, the general promotion examination held in the month of May is invariably adjourned until the month of August in order to meet the case of the employees of the Excise Branch of the Department of Inland Revenue who are so circumstanced that attendance at the examination in the month of May would very seriously interfere with the performance of their duties. Accordingly an excise promotion examination may be held annually in the

2-3 EDWARD VII., A. 1903

month of August should the requirements of the department render it necessary, but this was not found to be the case during the years 1897 and 1898, and consequently no examination was held in those years.

This year the examination was held on September 16 and four following days, at St. John, Montreal, Ottawa, Hamilton and Vancouver, the Board being represented by one of its members at Montreal and Ottawa, and by sub-examiners at the other centres. The papers at this examination being of an altogether special and technical character, it is customary to have associated with the presiding examiner an officer of the Department of Inland Revenue, in order that the candidates may be afforded such assistance as is necessary to enable them to thoroughly comprehend the problems submitted to them.

The answer papers, without the names of the candidates, are submitted to experts of the Department of Inland Revenue, who report the results to the Board by whom, in turn, they are communicated to the Secretary of State, with the names prefixed.

The questions treated by the candidates at the excise promotion examination are not printed in the report of the Board for the reason that being necessarily very much alike each year, their publication would enable intending candidates to prepare answers in advance, or have them prepared by more competent men. This consideration has commended itself to the Board, and in consequence the papers in question are not now printed in the annual reports.

The attendance at and results of the excise promotion examination will be found in a subjoined table.

ENTRANCE EXAMINATIONS.

The undersigned have the honour to report that personally on the usual days in November last at Montreal, Ottawa and Toronto, and by sub-examiners at Charlottetown, Halifax, St. John, Quebec, Kingston, Hamilton, London, Sault St. Marie, Winnipeg, Nelson, Vancouver and Victoria, the preliminary and qualifying examinations prescribed by the statute for entrance into the public service were held. No examination was held at the remaining 'centres,' Port Arthur, Regina and Calgary, as no applications were received from persons desirous of taking the examinations at these places.

NATURE AND BEARING OF THE EXAMINATIONS.

As a good deal of misapprehension seems to exist with regard to the nature of the several examinations, and to the positions in the civil service for which they qualify the successful candidates, this seems a favourable opportunity to state:

1. That the preliminary or lower grade examination, as it may be more appropriately termed, embraces penmanship, orthography, and the first four rules of arithmetic, and reading—print and manuscript. This examination, it is clear, offers very little difficulty, and is, therefore, successfully passed by a large proportion of the candidates. The maximum of marks in each subject is 60, and an average of 50 per cent, or 30 marks are required; but the minimum on any subject is 18, and any one falling below that figure is necessarily ruled out. Success in that examination qualifies the candidates to become 'messengers, letter carriers, packers, tide-waiters, sorters, porters, box

SESSIONAL PAPER No. 31

collectors, assistant inspectors of weights and measures, and railway mail porters,' and to occupy 'such other offices in the lower grades as may be determined by the Governor General in Council.' It would be well if the candidates for this examination and those who take special interest in them would bear in mind that it does not qualify the successful men for clerkships or even for temporary clerical work. This would obviate a great deal of the unnecessary correspondence with which the Board has constantly to deal. It may also be added that failure in one subject at this examination is equivalent to total failure, and that there are no optional subjects in connection with it.

2. The qualifying or higher grade examination comprises penmanship, orthography, arithmetic, geography, history of England, France and Canada, grammar, composition and transcription. These are all obligatory subjects, and each is rated at 100 marks. In order to pass the candidates have to make 50 per cent of the whole or 400, but must not fall below 30 marks in any one subject. However, if a candidate fails in one subject only but makes the average, he is entitled to come up for that one subject at the next ensuing examination—not afterwards, nor more than once. This examination qualifies for temporary writers, junior second class clerkships and second class clerkships, and in fact for all offices to which the holders may be advanced.

3. The qualifying examination candidates may also ask to be examined in options, which include book-keeping by double entry, shorthand and typewriting. The maximum of marks in these subjects is also 100, but it is required in order to pass that at least 50 per cent be made in those treated. A candidate may take any or all of the options, and any one who has succeeded in the qualifying and in one or more of the options up to two is entitled, if appointed a temporary copyist, to \$25 for each option so taken over and above the entrance salary of \$400, and in the case of appointment as a junior second class clerk to the sum of \$50 for each option so taken over and above the entrance salary of \$600. No account is taken of the work of those candidates in options who, on the examination of their qualifying papers, are found to have failed.

All the examination papers are prepared and printed in both languages, and the candidates are at liberty to choose that in which they prefer to be examined.

As provided by the Civil Service Act, graduates of Canadian universities may, upon the production of their certificates, be entered as qualified for employment in the public service without examination.

The Board having been frequently importuned by unsuccessful candidates and their friends to review or, in other words, to amend their valuations, deem it proper to say that, while not holding themselves infallible, they take all possible care in the examination of the work done, and invariably give full value thereto. More than this they cannot do, and it is therefore altogether useless to ask them to change their decisions.

The attendance at the preliminary and qualifying examinations and the results thereof will be found in tabulated form in subsequent pages.

SUB-EXAMINERS.

The Board have again pleasure in reporting that the staff of sub-examiners continue to give every satisfaction in the performance of their duties.

2-3 EDWARD VII., A. 1903

IRREGULARITIES, ETC.

The Board has pleasure in reporting that the examinations of the past year have been uniformly free from any suspicion of fraud of any kind. There is no doubt that this gratifying result has, in a large measure, been brought about by the adoption of the rule whereby candidates copying or permitting their work to be copied are disqualified for all future examinations.

SUB-EXAMINERS.

The staff of sub-examiners in connection with the board is as follows:—

Charlottetown, Ewen Stewart, Inspector of Public Schools.

Halifax, Matthew N. Doyle, Barrister-at-Law.

St. John, N.B., W. P. Dole, Esq.

Quebec, L. Arthur Cannon, Advocate.

Kingston, J. B. McKay, Esq., Principal of the Kingston Business College.

Hamilton, W. T. Evans, Barrister-at-Law.

Port Arthur, A. H. Macdougall, Barrister-at-Law.

Sault Ste. Marie, James Bassingthwaight, Esq.

Winnipeg, The Venerable Archdeacon Fortin.

Regina, William Trant, Esq., M.A.

Calgary, W. T. VanWart, Esq.

Vancouver, T. S. Baxter, Esq.

Victoria, The Reverend Dr. Campbell.

Nelson, E. C. Arthur, Esq.

No candidates presenting themselves at Port Arthur, Regina and Calgary at the last examinations, the services of the sub-examiners at these places were not required, and they received no emolument from their office as such.

FEES, ETC.

The fees received from the candidates at the Promotion Examination in May and deposited to the credit of the Receiver General amounted to \$64.

The fees received from the candidates at the Excise Promotion Examination in September and deposited to the credit of the Receiver General amounted to \$74.

The fees received from candidates at the Entrance Examinations in November, and also deposited to the credit of the Receiver General amounted to \$2,012.

Candidates at the Promotion Examination numbered 32, at the Excise Examination, 37, and at the Entrance Examinations, 683.

All of which is respectfully submitted.

JNO. THORBURN, M.A., LL.D.,

Chairman.

A. D. DECELLES, LL.D., F.R.S.C.,

J. C. GLASHAN, LL.D., F.R.S.C.

WM. FORAN,

Secretary to the Board.

APPENDIX.

Appended to this report will be found :—

1. Regulations governing the Board.
2. Statements giving particulars of attendance at promotion and entrance examinations.
3. Copy of papers used at the promotion examination.
4. Copy of papers used at the preliminary entrance examination.
5. Copies of the qualifying examination papers.
6. Copies of the option papers.
7. List of the candidates who passed successfully the preliminary, or lower grade examination.
8. List of the candidates who passed successfully the qualifying or higher grade examination.
9. List of the candidates who succeeded in options, specifying the subject or subjects in which they passed.
10. List of graduates of Canadian universities who have exhibited their diplomas to the Board, and who, in consequence, are qualified for employment in the public service without examination.

SESSIONAL PAPER No. 31

REGULATIONS FOR THE GOVERNANCE OF THE BOARD OF SERVICE EXAMINERS IN HOLDING EXAMINATIONS UNDER THE CIVIL SERVICE ACT.

1. One of the members shall be chairman, and when present shall preside at the meetings of the Board, and one may be secretary, if appointed to that office by the Governor General in Council. Chairman and secretary.

2. In the absence of one of the members of the Board the other two shall be competent to transact business, and their decisions shall be as valid as if the three had been present. Two members of board may transact business.

3. Regular entrance examinations shall be held annually at as many of the places named in the Civil Service Act as the Governor General in Council may direct, and also at any other places similarly selected and designated to the Board. The examination shall commence on the second Tuesday in the month of November, and shall continue until completed. Regular entrance examinations.

4. The Board shall meet prior to the examination in sufficient time to make the preparations necessary for holding the said examination, and shall continue to meet until their work is finished. Meetings of board.

5. The examinations shall be held simultaneously, that is, on the same days and hours at the several places designated by the Council, and shall be conducted at every place precisely in the same manner and by means of the same questions. Examinations to be held simultaneously and in same manner.

6. The answers of the candidates shall be in writing and on paper prepared and supplied by the Board. Answers in writing.

7. In the places at which the examiners cannot personally attend, sub-examiners shall be appointed to conduct the examinations according to the printed regulations supplied to them by the Board. Sub-examiners to be appointed.

8. At the close of the examination it shall be the duty of the examiners in charge, to collect and seal up the written papers of the candidates and to transmit the same, duly attested, to the secretary of the Board at Ottawa. Written papers to be sealed up and transmitted to secretary.

9. Every candidate for examination shall be required to satisfy the Board :— Requirement of candidate.

1. If coming up for the Preliminary examination only and if intending to serve in the Inside Departmental Division, that he is of the full age of fifteen years and not over thirty-five ; if coming up for the Qualifying examination, that he is of the full age of eighteen years ; and if for the Inside Departmental Division, not over thirty-five years old. Preliminary examination, age. Qualifying examination,

NOTE.—The proof of age shall be by a properly certified extract from the birth registration, and should this not be procurable, then by such other evidence as may be satisfactory to the Board. Proof of age.

2-3 EDWARD VII., A. 1903

Sound health. 2. That he is in sound health and free from any defect or disease, mental or physical, which would be likely to interfere with the proper discharge of his duties.

Proof of health. NOTE.—The proof of health shall be by the certificate of a practising physician.

Character. 3. That his character is such as to qualify him for employment in the Civil Service.

Proof as to character. (NOTE.) The proof of character shall be by the certificate of a minister of religion, mayor, or justice of the peace.

APPLICATIONS.

Application for admission to examination, forms to be used. 10. The applications for admission to the examination shall be by means of forms which will be supplied to the candidate by the Board, and said forms correctly filled up shall be re-addressed to the secretary, at least one month before the day appointed for commencing the examination.

Fees to be paid. 11. A fee of two dollars in the case of the Preliminary Examination and of four dollars in the case of the Qualifying Examination, shall be paid by each candidate, and shall be collected on the first day of the examination as the Roll is being called. In the case of candidates coming up for examination in one subject the fee shall be two dollars, and a fee of one dollar shall be payable for the privilege of taking optional subjects. Should insuperable difficulties preclude the attendance of a candidate at the examination for admission to which he has sent the regular application and certificates such candidate, on communicating the facts to the secretary, may be admitted at the next ensuing examination, by simply sending an application without new certificates.

Admission to next ensuing examination.

EXAMINATIONS.

Examinations, open. English or French language may be used. 12. The examinations shall be open to all persons who shall have complied with the requirements of the Civil Service Act, as to proof of age, health and character, and in doing their examination work, the candidates shall be at liberty to use either the English or the French language.

Notice of examination. 13. Notice of every examination to be held under the Civil Service Act shall be published in the *Canada Gazette*, in the English and French languages, one month at least before the date fixed for the examinations, and shall state when and where it is to be held.

Examinations, how designated. Optional subjects. 14. The examinations shall be known as the Preliminary or lower Grade and the Qualifying or Higher Grade. In conjunction with the latter, there will be certain optional subjects, any or all of which the candidates may take or decline to take as may be minded.

Preliminary examination. 15. The Preliminary examination will be in,—
1. Penmanship;
2. Orthography;
3. The first four rules of arithmetic;
4. Reading print and manuscript;

Maximum marks and minimum of average required. 16. The maximum marks in each subject will be 60, and in order to pass, the candidate will require to make not less than 30 per cent, on any subject and an average of 50 per cent of the combined value on all subjects, or 120 out of the 240.

SESSIONAL PAPER No. 31

17. The Preliminary examination will qualify for the following appointments :—

18. Messengers in both Inside and Outside divisions, porters, sorters, packers, letter carriers, mail transfer clerks, box collectors, tide waiters, assistant inspectors of weights and measures, and such other offices of the Lower Grades as may be determined by the Governor General in Council. Appointments for which the preliminary examination will qualify.

19. The Qualifying or Higher Grade examination shall be held immediately after the Preliminary, and shall be in,— Qualifying or higher grade examination.

1. Penmanship ;
2. Orthography ;
3. Arithmetic, including interest, vulgar and decimal fractions ;
4. Geography, chiefly of the Dominion of Canada ;
5. History,—British, French and Canadian—chiefly the latter ;
6. Grammar ;
7. Composition ;
8. Transcription.

List of subjects included in the examination.

20. The same scale shall govern in this as in the Preliminary examination, viz., a minimum of not less than 30 per cent on any one subject and an average on the whole eight of 50 per cent. As the subjects are valued at 100 marks each, the average required will be 400. This examination will qualify for the following appointments :— Same scale shall govern as in the preliminary examination.

1. Temporary writers in the first division ;
2. Third-class clerkships and the offices of landing waiters and lockers in the second division for Customs service ;
3. Third-class clerkships and the office of exciseman in the second division for Inland Revenue service ;
4. Third-class clerkships, railway and marine mail clerkships, and the offices in the second division for Post Office service ;
5. Second-class clerkships in the first division.

Appointments for which the qualifying or higher grade examination shall qualify.

21. Candidates who fail in one subject only at the Qualifying examination, but who make the required average (50 per cent, or 400 marks) will be allowed to come up at the next ensuing examination, and then only for that one subject, and if they secure the minimum will be held to have passed. Conditions upon which candidates may come up at the next ensuing examination.

22. Candidates who fail at the Qualifying examination, excepting those who fail in one subject only, will receive no advantage from the optional subjects they may have treated successfully, the failure in the Qualifying subjects neutralizing success in options. Candidates failing at qualifying examination : effect as to optional subjects.

23. Candidates who may desire to be examined in Optional subjects must take them at the time of the Qualifying examination, at which they present themselves, and will not be permitted to come up for that purpose at any subsequent examination. Subsequent examinations in optional subjects not allowable.

24. Candidates who pass in options will, in the event of appointment to office, be credited with the subjects in which they were successful up to two, but not in excess of two. Candidates who pass in options.

25. The options are :—

1. Book-keeping—by double entry ;
2. Shorthand ;
3. Type-writing.

List of optional subjects.

2-3 EDWARD VII., A. 1903

Minimum of marks in options.

26. In order to pass in options, the candidates will require to make at least 50 marks in each subject taken.

Option candidates will inform secretary.

27. Candidates who intend taking Options will inform the Secretary of the Board.

CERTIFICATES

Certificate.

Options 'with honours.'

28. Every candidate who passes the Preliminary or Qualifying examination successfully will receive a certificate to that effect, and in the cases of candidates who have gained Options, a certificate 'with honours,' specifying the Options passed.

TIME TABLES.

Board will prepare time tables.

29. The Board will prepare time tables for the several examinations, showing the order in which the subjects are to be taken up, and the time allowed for each, which time shall be strictly observed by the examiners.

FORMS.

Board will provide forms.

30. The forms necessary for giving effect to the foregoing rules will be provided by the Board, and on application to the secretary, no less than one month before the day of examination, will be forwarded to the candidates and others interested.

REPORT

When report shall be made by board, and what it shall embrace.

31. Not later than the 31st day of January in each year, the Board shall make a report to the Secretary of State of the proceedings for the year ended on the preceding 31st day of December, which report will embrace copies of the printed examination question papers used at the several examinations, the names of the successful candidates, and copies of any rules or regulations adopted during the year.

STATIONERY.

Stationery and other requisites.

32. The stationery and other requisites shall be provided by the Department of Public Printing and Stationery upon requisitions from the Board of Examiners approved by the head of said Department.

Regulations for Conducting the Civil Service Entrance Examinations.

Preparation and printing of questions.

33. The Board of Examiners shall prepare and cause to be printed (confidentially) the questions to be used at the Preliminary, Qualifying (including Options) and Promotion examinations, excepting always the Promotion papers on 'Duties,' which papers the Departments interested will supply.

How examination shall be commenced.

34. The examiner will begin by calling the roll and marking, opposite to the names of the candidates in attendance, the word 'present,' and to these he will communicate the number by which they are to be severally identified throughout the examination.

Separate paper for each subject.

35. Each subject for examination shall be dealt with in a separate paper, and sufficient time will be allowed the candidates to give their work a careful and intelligent treatment.

SESSIONAL PAPER No. 31

36. The examinations will commence each day at 9.30 a.m., continuing until noon, when a recess will be taken. They will commence at 1.30 p.m., and continue day by day till 4 p.m., or to the time specified in the time table, till finished. Hours of examination.
37. Each candidate shall be designated by a number, which he will place in plain figures at the head of each sheet of paper he may use and also (together with the name of the subject treated) on the back of the outside sheet, which papers, at the expiration of the time allowed, he will hand to the examiner. Each candidate shall be designated by a number.
38. The questions will be numbered, and the number of marks assigned to each question will be shown in the margin of the printed question paper. Questions will be numbered.
39. The date and hour for the issue of each examination (question) paper and the time allowed for its treatment will be plainly stated at the head thereof. Date, hour and time to be stated.
40. The examiners will exercise the greatest possible care in order to prevent the nature of the examination questions from becoming known before the time fixed for the issue of the papers has arrived. Examiners will exercise care.
41. Should the Board have reason at any time to believe that candidates have been guilty of misconduct, by copying from each other or by improperly obtaining information relative to the subjects under treatment during the examination, they (the Board) will hold the results of the examination respecting such candidate in suspense until they have thoroughly investigated the circumstances; and if such misconduct should be found to have occurred, the papers of such candidates will be cancelled and the offending persons will be disqualified from future examinations. Candidates guilty of misconduct by copying from each other, or improperly obtaining information how to be dealt with.
42. Should the sub-examiners have cause to believe that the irregularities referred to in the preceding paragraph, or any others, have taken place among their candidates, they will faithfully report the facts to the Board. Irregularities to be reported to the board.
43. The number of examination (question) papers on each subject required at each place of examination will be sent to the examiners, inclosed in sealed envelopes, indorsed with the subject and the number of papers they contain, and said envelope shall only be opened when the time specified in the time table for doing so has arrived, and in the persence of the candidates. Number of papers on each subject shall be sent to the examiners, and endorsed with the subject, etc.
44. The stationery required for the examinations will be supplied by the Board, and the paper shall be written upon one side only. The margin must also be left blank, as it will be wanted for noting the valuations. Stationery will be supplied by the board.
45. No persons other than the examiners, their assistants and the candidates shall be allowed within the rooms during the examinations. Who allowed in during examination.
46. The examiners shall refrain from communicating to any one the results of the examinations until the same shall have been reported to the Secretary of State. Examiners not to communicate.
47. The candidates shall, if possible, be placed five feet apart during the examinations, and any attempt at holding communication with each other must be promptly and effectually checked by the examiners. Position of candidates during examination.

2-3 EDWARD VII., A. 1903

Books, etc.,
not permitted.

48. No books, notes, maps or diagrams shall be permitted in the examination rooms.

Candidates
shall be seated
five minutes
before the
commence-
ment of the
examinations.

49. The candidates shall all be seated five minutes before the commencement of the examinations, and no candidate will be allowed to enter the room later than fifteen minutes after the time fixed for commencing the treatment of a subject. Nor shall any candidate be allowed to leave the room during the treatment of a subject—save in cases of extreme necessity—but so soon as any candidate shall have finished his paper he may hand it to the examiner after which he will be at liberty to retire, but he will not, however, be allowed to re-enter until the time for the commencement of the next subject is called.

Entering or
leaving room.

Perfect
silence.

50. Perfect silence shall be observed during the time devoted to the treatment of the subjects.

At expiration
of time ex-
aminer will
collect paper.

51. Punctually at the expiration of the time allowed for the treatment of a subject, the examiners in charge shall notify the candidates of the fact, and will collect the papers whether finished or unfinished.

Examiner will
check papers
with list of
candidates
present.

52. On receiving the papers the examiners in charge will check them with the list of candidates present, so as to satisfy himself that he has one from each person, and should he find any short he will at once proceed to inquire for them. If any candidate fails to put in a paper the examiner will state the fact and the reason for its having been withheld in the report of the secretary. After receiving and collecting the papers he will arrange them in numerical order and inclose them in an envelope with,—

How papers
are to be
arranged and
inclosed in
envelopes.

1. The place of examination ;
2. The subject of the paper ; and
3. The number of papers inclosed.
4. He will then seal and sign the cover.

At close of
examination
examiner will
fill up form.

53. At the conclusion of the examination the examiners in charge will fill up a form certifying that the rules and regulations have been faithfully observed, and if anything requiring explanation has occurred they will state the facts to the Secretary of the Board.

Promotion Examinations.

Time of hold-
ing promotion
examinations.

54. These examinations are held annually in the month of May, and are conducted in all respects like the examination for entrance. (See the instructions relating to the latter.)

Subjects
designated as
'obligatory',
and 'supple-
mentary.'

55. The subjects in which the candidates are examined are known as 'Obligatory' and 'Supplementary,' or subjects which may be prescribed by the Deputy Heads of Departments.

List of 'oblig-
atory' sub-
jects.

56. The "Obligatory" subjects are:—

1. Penmanship.
2. Orthography.
3. Arithmetic (the nature of which is to be determined by the Deputy Head of the Department to which the candidate belongs, according to the requirements of the service the candidates are rendering or may be expected to render, if promoted to the higher classes they are aspiring to).
4. Composition.
5. Duties of office, or of the higher office sought.
6. Efficiency, by which is understood the value placed by the Deputy Heads upon the service rendered, or which is being rendered by the candidates.

SESSIONAL PAPER No. 31

57. The 'Supplementary' subjects, any or all of which the Deputy Heads may prescribe, are :—

List of 'supplementary' subjects.

1. Translations (from English into French or French into English).
2. Geography.
3. Book-keeping.
4. Précis.
5. Constitution (The British North America Act).

58. The 'Obligatory' subjects, including 'Efficiency,' together with the 'Supplementary' subjects, which the Deputy Heads of Departments may select from, are each rated at 100 marks.

'Obligatory' subjects : how rated.

59. No clerk on the staff of any Department of the Public Service, who was in the service and employment of the Government on the first day of July, 1882, and has since been continuously engaged therein, shall as a condition of promotion be required to pass an examination in any subject other than the duties of the office to which he seeks promotion, unless in any special case the Deputy Minister, by a report concurred in by the Head of the Department, submits to the Board of Examiners other subjects of examination as a test of fitness for such office.

Employees appointed prior to 1882 not required to pass examination in subjects other than 'duties of office.'

60. The order of progress in the service is from a lower to the next higher class, and as there are three degrees of advancement, the candidates at the examination have to exhibit their eligibility for promotion according to the following scale :—

Order of progress in the service.

1. Third class men must obtain not less than 30 marks in any one subject, and an average of 50 on all the subjects prescribed for their examination, so that if there are six subjects (Efficiency included) and there can not be less, they will require to make a total of not less than 300.

Third-class men.

2. Second class men must make not less than 40 per cent an average of 60 per cent, and first class men 50 and 70.

Second-class men.

3. Candidates examined on 'Duties of Office,' must obtain if third-rate men, 50 marks ; if second class men, 60 marks ; and if first class men, 70 marks in their examination.

First-class. Candidates on 'duties of office.'

4. All marks for efficiency and for duties of office obtained by any candidate in any promotion examination, shall be held to apply only to the department for which he has taken the examination in duties and been awarded marks for efficiency.

61. If a candidate in any of the classes makes the average required, but falls below the minimum in one subject only, he will have the privilege of coming up at the next ensuing (annual) examination in that one subject, when the minimum of marks will pass him.

If a candidate makes the average required.

62. The following penal clauses were added to the Civil Service Act by Chapter 12 of the Acts of Canada, 51 Victoria (1888), and are inserted here for convenience of reference :

Penal clauses added to the Act.

'2. Whenever the Board are satisfied that any irregularity or fraudulent practice has obtained at any examination held by them, or by any person deputed by them to hold the same, they may summon before them, by an instrument signed by the chairman or acting chairman of the Board, and may examine under oath or affirmation, any person who in their opinion is in a position to give evidence in relation to any such irregularity or fraudulent practice ; and if the person so summoned neglects or refuses to appear, or having appeared, refuses to be examined upon oath or affirmation concerning the premises, or refuses to take an oath or affirmation, or having taken the oath or affirmation, refusing to answer such questions concerning

Inquiry as to irregularities at examination.

Penalty for neglecting or refusing to appear or to be examined on oath.

2-3 EDWARD VII., A. 1903

the premises as are then put to him, without offering any just and lawful excuse for his refusal, the chairman or acting chairman of the Board shall be vested with all the powers conferred, in like cases, upon a justice of a peace by section thirty-two of *The Summary Convictions Act*.

Administra-
tion of oath.

‘3. Every oath or affirmation required for the purpose of such examination may be administered by any member of the Board :

Name of
person offend-
ing to be
removed from
the list.

‘4. If any person is proved by such inquiry to have been concerned in any fraudulent practice, or to have been guilty of any breach of the regulations made in virtue of section thirty-one of this Act, the Board shall report the same to the Secretary of State, who may thereupon cause such person's name to be removed from the list of persons who are found qualified.

Penalty for
personation
of candidate.

‘5. Any person who at any examination held under this Act, personates any candidate, or employs, induces or allows any person to personate him, is guilty of an offence against this Act, and is liable, on summary conviction, to imprisonment for a term not exceeding six months, or to a fine not exceeding two hundred dollars, and if he is employed in the Civil Service, to be dismissed therefrom.

Penalty for
wrongfully
receiving or
furnishing
examination
papers.

‘6. Every person who surreptitiously procures from any printer, or other person, and every person who without authority furnishes to any other person any examination question paper, or any other paper relating to any such examination as aforesaid, is guilty of an offence against this Act, and liable, under summary conviction, to imprisonment, with or without hard labour, for a term not exceeding six months, or to a fine not exceeding two hundred dollars, and if he is employed in the Civil Service, to be dismissed therefrom ; and no such person shall be allowed to present himself at any subsequent examination.

Ninth section
of Act added.

63. The ninth section of ‘The Civil Service Act’ is added hereto for convenience of reference and is as follows :—

Who may be
appointed
assistants.

‘The Board may obtain the assistance of persons who have had experience in the education of the youth of Canada, and with such assistance shall hold, or cause to be held, periodical examinations for admission to the Civil Service, in the cities of Halifax, St. John, N.B., Charlottetown, Quebec, Montreal, Ottawa, Toronto, Hamilton, London, Winnipeg, Victoria and such other places as are determined by the Governor in Council ; it shall not be necessary to hold such examinations in all the said places, but the places at which the examinations shall be held, shall be determined from time to time by the Governor in Council ; examinations shall, as far as possible, be in writing, and the cause thereof shall be defrayed out of moneys previously voted by Parliament for that purpose.’

Place and
times of ex-
aminations.

Expenses ;
how defrayed.

SESSIONAL PAPER No. 31

ENTRANCE EXAMINATIONS.

PRELIMINARY OR LOWER GRADE.

Place.	Present.	Passed.	Failed.
Charlottetown.	4	4
Halifax	18	15	3
St. John, N.B.	18	18
Quebec	19	16	3
Montreal	52	42	10
Ottawa	55	49	6
Kingston . . .	1	1
Toronto	33	31	2
Hamilton	7	7
London.	3	3
Sault Ste. Marie... ..	1	1
Winnipeg.	10	10
Nelson
Vancouver	2	2
Victoria.	2	2
	225	201	24

QUALIFYING OR HIGHER GRADE.

Place.	Present.	Passed.	Failed.
Charlottetown.	11	8	3
Halifax	12	1	11
St. John, N.B..	9	9
Quebec	16	4	12
Montreal . . .	42	13	29
Ottawa	194	105	89
Kingston	22	12	10
Toronto.	45	18	27
Hamilton . . .	10	3	7
London.	14	7	7
Sault St. Marie . . .	2	1	1
Winnipeg.	5	2	3
Nelson	3	3
Vancouver	8	6	2
Victoria.	5	1	4
	398	193	205

* Forty-five of this number were 'one subject' candidates, and consequently paid a fee of only \$2.

OPTIONAL SUBJECTS.

Place.	Present.	Passed.	Failed.
Charlottetown.	3	3
Halifax.....
St. John, N.B.. ...	1	1
Quebec.....	5	5
Montreal.....	1	1
Ottawa.....	38	9	29
Kingston.....	1	1
Toronto.....	6	1	5
Hamilton.....	1	1
London.....	1	1
Sault Ste. Marie.....
Winnipeg.....	2	2
Nelson.....
Vancouver.....	1	1
Victoria.....
	60	12	48

PROMOTION EXAMINATION.

Place.	Present.	Passed.	Failed.
Halifax.....	2	2
St. John, N.B.....	1	1
Montreal.....	2	1	1
Ottawa.....	21	17	4
Kingston.....	1	1
London.....	1	1
Toronto.....	3	1	2
Winnipeg.....	1	1
	32	24	8

EXCISE EXAMINATION.

Place.	Present.	Passed for 1st Class.	Passed for 2nd Class	Passed for 3rd class.	Failed.
St. John.....	1	1	1
Montreal.....	16	5	6	4
Ottawa.....	3	2	1
Hamilton.....	16	12	4
Vancouver.....	1	1
	37	20	12	4	1

No. 1.

PROMOTION EXAMINATION.

PENMANSHIP.

Tuesday, May 13, 1902, from 9 a.m. to 9.30 a.m.

Value.

(Candidates are required to observe the Regulations strictly.)

100

To raise one's business to the standard of a profession should be the chief aim of everybody who is devoting his life to the work of carrying on trade and commerce. There never was a period in the world's history when the business man has stood so high in the esteem of society—that is of society in its broadest sense—as he does to-day. The history of the past shows a great gulf between business and the so-called learned professions which grows wider as we look backward. Coming down toward the present the gulf becomes narrower until to-day when but a single step divides them. To-day on one side of this contracted gulf stands the educated, thoughtful, broad-minded business man. His polished shoes and silk hat are in keeping with his polished manners and refined tastes. His business, under the changed modern conditions, has compelled him to travel in many lands. Thus he has gained a great knowledge of men and things. He has read widely and can converse intelligently on almost any subject. He has had years of hard work and experience and a thorough technical training in his business. He is gentlemanly, dignified and withal modest. His every move in business is the result of hours of deep thought and careful study.

No. 2.

PROMOTION EXAMINATION.

ENGLISH COMPOSITION.

Tuesday, May 13, 1902, from 9.30 a.m. to 11 a.m.

Values.

(Candidates are required to observe the Regulations strictly.)

8

Substitute other appropriate words for those printed in Italics in the following sentences :
Towards *evening* Columbus *returned* to his *ships* *accompanied* by many of the islanders in their boats, which they *called* canoes, and which though *rudely formed* out of the trunk of a single tree, they *rowed* with *surprising dexterity*. Thus on the first *interview* between the inhabitants of the old and new world, every thing was *conducted amicably*, and to their *mutual satisfaction*.

2-3 EDWARD VII., A. 1903

- 10 2. Change the following sentence from the indirect to the direct form of speech.

Cyrus having summoned the Greek generals to his presence, told them, that it was not, as they might readily suppose, in any want of their number to swell his army that he engaged them in his service, but in the belief that they were much superior to far greater numbers of barbarians.

- 10 3. Change the following complex sentence into a simple one.

When he had raised my thoughts by those transporting airs to taste the pleasures of his conversation, he beckoned to me with his hand.

- 12 4. Distinguish between malevolence, malice and malignity giving an example of each.

- 20 5. Show in what respect the following sentences are faulty and correct them.

(a) It is folly to pretend to arm ourselves against the accidents of life by heaping up treasures which nothing can protect us against but a kind providence.

(b) If, whilst poets profess to please only, they advise and give instruction secretly, they may be esteemed the best and most honourable among authors with justice, perhaps, now as well as formerly.

- 40 6. Write a letter, of not fewer than 250 words, describing your office duties.

100

PROMOTION EXAMINATION.

May, 1902.

ORTHOGRAPHY.

Values.

Copy the following extract, correcting the errors in spelling : 5 marks will be deducted for every mis-spelled word in your copy.

100

Their is a constent tendency, from inevitable causes, to a misconseption of the character of a subordinit governmant. The relation of a subordinit to a supream government is a complecated relation which the peepel both of the dominant country and the dependancy are likely to misunderstand and the incorect notions intertaned by either party are likely to give rise to unfounded expectations and to practicle errors in there politicle conduct. It is the duty of the Government of the domenent country to do everything in its power to difuse corect opinyons and to dispell erors respecting its politicle relations with the dependancy and still more to avoide creeating an eror on this subject sinse, in caise of anny colision betwene the domenent country and the dependancy, which an eror on this subjeckt is likely to produse, the weaker parrrty, that is the dependancy, can scairsely fale to be the cheef suferer. Unles the dominant country shoold be prepaired to conseed virtueal independ-ence, it oat carfully to a voide incurageing the peepel of the dependansy to advance pertensions which nuthink short of independence can satisefie. If a domenent country grants to a dependancy popyouler institoosions and professes to alow it to exercice self-goverment without beeing prepaired to treet it as virtyouelly independant, the domenent country bye such conduct onely mocks its dependancy with the sembelence of pollticle institoosions with out there reeallity.

SESSIONAL PAPER No. 31

PROMOTION EXAMINATION.

May, 1902.

Values.

GENERAL ARITHMETIC PAPER.

- | | |
|----|---|
| 10 | 1. Tom had 27 marbles more than Dick and 31 more than Fred. Tom lost 5 to Dick and 8 to Fred, and Dick lost 3 to Fred. How many then had Tom more than Dick and how many more than Fred? |
| 10 | 2. A and B are travelling along the same road in the same direction, but A is 24 miles ahead of B. A walks at the rate of 3 miles an hour and B rides at the rate of 7 miles an hour. At these rates, in how many hours will B overtake A? |
| 10 | 3. At what time will it be exactly three million minutes after the 1st September, 1902? |
| 10 | 4. Make out and receipt a bill for the following :—On May 15, 1902, Messrs. Grey and Sons sold to A. Mann $19\frac{3}{4}$ yd. calico at 17ct.; $17\frac{1}{4}$ yd. linen at $47\frac{1}{2}$ ct.; $23\frac{1}{2}$ yd. lining at $9\frac{1}{2}$ ct.; $28\frac{1}{2}$ yd. flannel at $48\frac{1}{2}$ ct.; 23 yd. braid at $3\frac{1}{4}$ ct.; 7 prs. stockings at $37\frac{1}{2}$ ct. and 5 prs. gloves at $87\frac{1}{2}$ ct. Paid in full. |
| 10 | 5. After drawing off 15 gallons of the contents of a certain cask and then $\frac{5}{11}$ of what was left, the remainder sold at $5\frac{1}{2}$ ct. a pint brought \$3.96. How many gallons were there originally in the cask? |
| 15 | 6. The average rainfall at Toronto is less than the average rainfall at St. John, N.B. by $45\frac{5}{8}$ per cent of the latter and the average rainfall at Windsor, which is 30 inches per annum is greater than the average rainfall at Toronto by 8.1 per cent of the latter. Find the weight per acre of the average annual rainfall at St. John, N.B. |
| 20 | 7. Find the surface area of a rectangular block 3 ft. 9 in. by 2 ft. 4 in. by 1 ft. 3 in. What fraction of the block would be cut away and by what fraction of itself would its surface be diminished were two inches each taken off its length, its breadth and its thickness? |
| 15 | 8. Find the difference between the discount taken off a draft for \$15,000 drawn at 90 days and discounted at 7 per cent and the interest on the proceeds for 93 days at 7 per cent. (365 days in a year.) |

DEPARTMENT OF FINANCE.

Values.

ARITHMETIC.

1. Divide 68725642903 by 6871.
2. Multiply £483 11s. 9d. by 238.
3. Find least common multiple of 3432 and 3575.
4. Find highest common factor of 16, 64, 256 and 1024.
5. Extract square root of 88209.
6. Find interest on \$5,913 from Nov. 23, 1901 to April 7, 1902 at $7\frac{1}{2}$ per cent per annum.
7. Find compound interest on \$1,154.37 for four years at 5 per cent.
8. A merchant remits to England the sum of £728 9s. 5d., how much would that be in Canadian currency?
9. A man receives \$76.40 interest in one year on \$175, what is the rate per cent?
10. An agent receives \$5314 to invest, what sum should he invest if he pays \$20.30 expenses and charges 1½ per cent commission on the amount of the investment?

DEPARTMENT OF MARINE AND FISHERIES.

Values.	ARITHMETIC.
	1. Divide 68725642903 by 6871.
	2. Multiply £483 11s. 9d. by 238.
	3. Find least common multiple of 3432 and 3575.
	4. Find highest common factor of 16, 64, 256 and 1024.
	5. Extract square root of 88209.
	6. Find interest on \$5913 from Nov. 23, 1901, to April 7, 1902, at $7\frac{1}{2}$ per cent per annum.
	7. Find compound interest on \$1154.37 for four years at 5 per cent.
	8. A merchant remits to England the sum of £728 9s. 5d., how much would that be in Canadian currency?
	9. A man receives \$76.40 interest in one year on \$475, what is the rate per cent?
	10. An agent receives \$5314 to invest, what sum should he invest if he pays \$20.30 expenses and charges $1\frac{1}{8}$ per cent commission on the amount of the investment?

DEPARTMENT OF INLAND REVENUE.

Values.	ARITHMETIC.					
10	1. Multiply 9754326 by 70208.					
10	2. Divide 986543287 by 80406.					
14	3. Multiply .376 by .9628, to which add 9.4635 and subtract therefrom .2679 and divide the result by .0593.					
14	4. Reduce $\left(\frac{2\frac{1}{4}}{6} - \frac{2}{12\frac{1}{8}} + \frac{5}{1\frac{5}{6}} \text{ of } \frac{2}{3}\right) \times 3\frac{7}{8}$ to its simplest form.					
14	5. If a person receives 8 per cent on his capital by investing in bank stock yielding 7 per cent per annum, what is the price of the stock and how much stock can be purchased for \$1,200?					
14	6. Suppose the population of Canada to be 5,338,883 and the total consumption of spirits, beer and tobacco to be respectively, 4,088,919 proof gallons, 25,287,500 gallons and 12,836,032 lbs., what will be the consumption per head?					
10	7. How many proof gallons are represented by 9,658 proof gallons of spirit at a strength of 65.5 O.P., and what will be the duty thereon at the existing rate?					
14	8. Add the following columns of figures vertically and horizontally :—					
	48,634 80	672,721 15	34,582 92	1,267 89	487 90	760,694 66
	65,559 55	7,974 67	187 89	182,762 57	8 20	256,492 88
	4,726 53	54,385 20	96 55	48,295 63	84,664 37	192,168 28
	8,231 82	543 10	39 27	5,643 57	4,819 26	19,277 02
	62 18	432 20	429,288 40	46,349 63	66,734 50	542,866 91
	534 86	2 75	25,801 36	763 99	6,666 22	33,769 18
	212 08	9,784 30	55,006 60	67,274 99	45,269 19	177,547 16
	65,520 72	647 70	38,216 27	9,576 18	438,534 76	556,495 63
	4,488 03	87 56	9,853 10	60,053 56	3,875 64	78,357 89
	5,842 45	769 47	5,724 85	7,236 27	219 27	19,792 31
	64 59	7,568 67	45,187 26	27 73	238,854 80	291,703 05
	793 82	9,422 30	466 28	29 30	6,526 19	17,237 89
	982 35	67,276 29	5,826 33	586 40	68,463 20	143,134 57
—	209,653 78	831,615 36	650,277 08	432,867 71	965,123 50	3,089,537 43
100						

PROMOTION EXAMINATION.

ARITHMETIC.

Auditor General's Office.

Values.

1. Express as vulgar fractions :
 - a. The ratio of 2·12 of £1 15s. 6d. to $\frac{1}{17}$ of £4 10s. 8d.
 - b. The ratio $\frac{2}{7}$ of 2·050505 to $\frac{1}{139}$ of 2·1060606.
2. A merchant buys 1,000 litres of wine at 3·75 francs a litre, and sells it all at 15s. a gallon. Find how much profit he makes, assuming that one litre = 1·76 pints and £1 = 25 francs.
3. A cistern has a pipe 'A' by which water runs in and two others, 'B' and 'C' fixed in the bottom by which water runs out. When the pipes are all open, it takes an hour to fill the cistern; when 'A' and 'B' are open and 'C' closed, in 50 minutes. If the cistern is full, find how long it will take to empty it, if 'B' and 'C' are open and 'A' closed.
4. A rectangular room is 11 yards long by 7 yards broad. It is to be covered as far as possible with carpet 2 feet 3 inches wide, which may not be cut lengthwise. The difference in carpet cost between laying all the lengths along and across the room is \$5.60, at what price is the carpet sold per yard in length?
5. If the income tax were raised from 8d. in the £ to $4\frac{2}{3}$ p.c., and this made a difference of £11 14s. 3d. to a certain person, what is his gross income?
6. Extract the square root of 7·34862594 to 3 places of decimals.
7. Extract the cube root of 154163097·928.
8. If the surface of a cube has an area of 417,3336 inches, find the length of one edge of the cube. Find also to 3 places of decimals the volume of the cube.
9. A merchant sells two lots of goods, one which cost \$756 at a profit of $\frac{1}{3}$ of the price at which he sells it, and the other which cost \$872 at a profit of $\frac{1}{5}$ of its selling price. What fraction of the whole cost is the whole profit?
10. Name the units of length, surface and volume measure in the metric system as adopted in France and name their approximate equivalents with us.
11. The volume of a cube is 1 kilostere, find the length of its edge in centimetres.
12. A cylindrical log has radius 1 metre 3 decimetres, what length of it must be cut off approximately to contain 10 steres.
13. A debt of \$5,000 is due in 40 days. \$2,000 is paid 15 days before the debt is due and \$1,500 12 days before the debt is due. when should the balance be paid?
14. If a cask contains 4 parts of wine and 3 parts of water, what fraction of the mixture must be drawn off and water substituted for the mixture to become 3 parts of wine and 4 parts of water?

2-3 EDWARD VII., A. 1903

DEPARTMENT OF CUSTOMS.

Values.	PAPER ON 'DUTIES OF OFFICE' FOR 'APPRAISERS' IN THE CUSTOMS SERVICE, (1902.)
10	1. When goods subject to an ad valorem duty are imported into Canada, with respect to what 'markets' are the fair market values of the goods to be appraised for duty purposes?
10	2. In the currency of which country are invoices for entry at the Custom House to be made out?
10	3. Within what time after entry of the goods must notice be given to the Collector for claim on account of inferiority or deficiency in quantity of goods?
10	4. Within what time after landing should a Customs Appraiser assess damage in respect of goods imported by water or partly by water and partly by land?
10	5. What is the weight of one Imperial gallon of water at the standard temperature (62 F.)?
10	6. How many Imperial gallons are contained in 72 wine gallons?
10	7. By what instruments are wines, spirits or alcoholic liquors tested as to their relative strength of proof?
10	8. By what standards are sugars tested for duty purposes?
10	9. What action may a Customs officer take in respect of goods prohibited from importation under the Customs laws?
10	10. By whom may goods liable to forfeiture be seized under the Customs laws?
100	JOHN McDOUGALD, <i>Commissioner of Customs.</i>

DEPARTMENT OF CUSTOMS.

Values.	PAPER ON 'DUTIES OF OFFICE' FOR 'GAUGERS' IN THE CUSTOMS SERVICE, (1902.)
10	1. What instruments are used for gauging purposes?
10	2. What instruments are authorized to be used in testing the proof strength of wine and distilled spirits?
10	3. What is the usual quantity of wine required to be furnished as a sample for testing its alcoholic strength?
10	4. How much spirits are required as a sample for testing the degree of proof?
10	5. How many wine gallons are contained in five Imperial gallons?
10	6. What is the weight of a gallon of distilled water at the standard temperature?
10	7. What is the temperature for water authorized to be used in verifying the size of the Imperial gallon measure?
10	8. How are wines containing more than forty per cent of spirits of the strength of proof to be rated for duty?
10	9. By whom may goods liable to forfeiture be seized under the Customs laws?
10	10. In respect of spirituous liquors imported into Canada, how many degrees below the strength of proof are allowed to be reckoned in computing the strength of such liquors for duty purposes, under the Customs Tariff, 1897?
100	JOHN McDOUGALD, <i>Commissioner of Customs.</i>

SESSIONAL PAPER No. 31

DEPARTMENT OF CUSTOMS.

PAPER ON 'DUTIES OF OFFICE' FOR 'SURVEYORS' IN THE CUSTOMS SERVICE,
(1902.)

Values.

- | | |
|----|--|
| 10 | 1. What penalties are provided under the Customs laws in respect of goods prohibited to be imported into Canada? |
| 10 | 2. What portion of the labour of a country admitted to the benefits of the Preferential Tariff is required under Customs Regulations to extend to manufactured articles presented for Customs entry in Canada under the Preferential Tariff? |
| 10 | 3. By what instruments are wines, spirits or alcoholic liquors tested as to their relative strength of proof? |
| 10 | 4. In doubtful cases, how may the rate of duty payable on particular goods be declared under the Customs Act, if there be no previous decision? |
| 10 | 5. In what currency must invoices of imported goods, for Customs entry, be made out? |
| 10 | 6. By what means is sugar prescribed to be tested for duty purposes in Canada? |
| 10 | 7. What percentage of the duty paid on goods used in Canadian manufactures may be refunded as drawback upon the exportation of such manufactures from Canada? |
| 10 | 8. In respect of what markets are goods subject to an ad valorem rate to be valued for duty purposes? |
| 10 | 9. Under what conditions may free or duty paid goods be stored in Customs Warehouses of Class 2 or 3? |
| 10 | 10. In what size of package may distilled spirits (not in glass) be imported from the United States? |

100

JOHN McDOUGALL,

Commissioner of Customs.

DEPARTMENT OF AGRICULTURE.

Values.

- | | |
|----|---|
| 10 | 1. By what Act was the Department of Agriculture constituted, and what subjects come under its administration? |
| 10 | 2. Into how many divisions is the Patent Branch separated, and what are the duties of each? |
| 10 | 3. Can you describe the ground or principle on which the State grants a Patent to an individual? |
| 10 | 4. For how many years is a patent granted? |
| 10 | 5. Describe the <i>Patent Record</i> , and state the reasons why specifications of patents should be published. |
| 10 | 6. Can you state the ground on which the Office sometimes refuses to grant patents? |
| 10 | 7. What proceedings must an inventor take to obtain a patent? |
| 10 | 8. What must be done to make an assignment of a patent valid as against any subsequent assignment? |
| 10 | 9. What is a caveat? |
| 10 | 10. What right do patents confer? |

100

INLAND REVENUE DEPARTMENT.

Values.	DUTIES OF OFFICE.
14	1. In what manner would you deal with, and how would you close up, the account of an officer who after having received an advance of \$300 on account of Excise Contingencies renders an account of \$347.13, under one backing, as follows :—Excise Contingencies \$249.57, Excise Seizures \$23.19, Extra Services \$17.50, and Preventive Service \$56.87 ?
8	2. How would you adjust and close up the account of an officer who had received an advance of \$200 on account of Weights and Measures Contingencies, and who rendered three separate accounts as follows :— Weights and Measures Contingencies \$87.23, Gas Contingencies \$22.43, and Electric Light Contingencies \$32.71, and making the following refunds :—Weights and Measures Contingencies \$12.77, Gas Contingencies \$27.57, and Electric Light Contingencies \$17.29.
8	3. In what manner are the following payments made, viz. :— To Great Britain £37 3 4 To France..... 733·19 Francs To Germany 347·19 Marks To United States..... \$409 21 To Montreal..... \$630 20 To a place in Canada where Department has no officer..... \$17 43
14	4. What description of returns are made, daily and monthly, to the Department of Finance, the Auditor General and the <i>Official Gazette</i> , respectively, and what documents accompany such returns ?
10	5. If the monthly return of expenditure furnished the Auditor General showed an overdraft of \$2.09, and the Auditor General claimed that instead of an overdraft there was a balance of \$56.13 remaining to the credit of the vote, where would you look for the cause of this difference ?
10	6. If after paying an account of an Inspector of Weights and Measures it should be discovered that he has been overpaid \$10 and a refund is made of this amount how would you adjust such account ?
14	7. Describe the manner in which deposit and receipts (duplicate, triplicate and draft) and advice notes are dealt with at the department, and name the books and statements in which they are recorded and the final disposition made of them.
8	8. In what manner would you deal with the seizure report of an illicit still, the information which led to such seizure having been received from a person not in the service of the department ? State in detail how the seizure is finally closed.
6	9. Name the votes which are usually granted for the expenditure of this department, state the nature of the services for which intended and what routine is necessary to make the votes actually available.
8	10. State in detail the manner in which Excise Entries are dealt with on receipt at the department, and name the different books in which they are recorded.
100	

SESSIONAL PAPER No. 31

PROMOTION EXAMINATION.

'DUTIES OF OFFICE'—DEPARTMENT OF PUBLIC WORKS.

Values.	
10	1. How long has the present Department of Public Works been in existence ?
10	2. What are the principal branches of the Department, and who presides over them ?
10	3. How are the funds provided for the administration of the Department of Public Works ?
10	4. What course is taken when an urgent and unexpected expenditure is required to be made, and there is no appropriation available ?
10	5. What course is taken when property is required to be purchased by the Department, and state what is required to be done from the time the Minister orders the acquisition to the time when the purchase is completed ?
10	6. What is the usual course followed for the carrying of a work from the time an application is made for the same until the work itself is begun, whether the work is by contract or by day's work ?
10	7. Can a Governor General's warrant be obtained during the Session of Parliament to provide for funds when appropriations are exhausted ?
10	8. How is a property acquired by the Department when the owner is unwilling to sell or will not agree upon the price offered ?
10	9. What is the course followed for the payment of a gratuity to the family of a deceased officer leaving no will, and when the gratuity is too small to justify letter of administration being taken for his estate ?
10	10. Who decides in last resort on the differences between contractors and the chief architect or chief engineer as regards contracts executed under their supervision ?
100	

PROMOTION EXAMINATION.

'DUTIES OF OFFICE'—GEOLOGICAL SURVEY.

Values.	
8	1. In what particulars do the following differ from one another :—Anthracite, Bituminous coal, Albertite and Lignite.
12	2. Give the meanings of the following :—Stratified, Banded, Ribboned, Foliated, Jointed, Slatey, Shaley, Marly, Fissile, Agglomerate, Conglomerate, Breccia.
10	3. Describe some varieties of Hematite and Magnetite. Mention some of the means of distinguishing these ores from one another. Why do we never find either of them to contain as much as 80 or 90 per cent of metallic iron ?
10	4. State approximately the composition of the following :—Stibnite, Bornite, Strontianite, Cassiterite, Chalcocite, Labradorite, Fluorite, Manganite, Pyrrhotite, Sodalite.
10	5. Describe briefly two different plans or systems on which you might classify or arrange an exhibition or a museum of economic minerals.
10	6. Name the principal localities or districts where ores of copper are found in Canada.

2-3 EDWARD VII., A. 1903

- 12 7. Where do the following occur principally in Canada?—Gypsum,
Common Salt, Apatite, Petroleum, Roofing Slate, Agate.
- 16 8. Describe the best manner of packing for transportation various kinds
of mineral specimens, from the most delicate or fragile up to the heaviest (1)
when you have all kinds of packing materials and appliances available. (2.)
When you have to depend upon whatever may be obtained in the woods or
the country.
- 12 9. Describe a good mineralogical museum room, as to supporting of weight,
— lighting, show cases, shelving, labelling.
- 100

Values.

'DUTIES OF OFFICE'—DEPARTMENT OF MARINE AND FISHERIES.

1. Give the following:—
 - (a.) Date Department of Marine and Fisheries established.
 - (b.) Date Department divided and made two Departments.
 - (c.) Date Department amalgamated and made one Department.
2. State principal services controlled by the Department.
3. What are the duties of the Deputy Minister?
4. Describe the system of the Department in managing correspondence.
5. How many classes are there in the inside branch of the Civil Service?
Give salaries attached to each class.
6. Is there an age limit for appointment to the Civil Service? If so,
what?
7. How often do vessels pay sick mariners' dues, and what benefits result
from such payment?
8. When application is made to render assistance to the crew of a ship
wrecked in Canadian waters, what course is pursued?
9. When a shipwreck occurs on the shores of Canada, and it is deemed
necessary to hold an inquiry into the causes which led to the disaster, what is
the procedure?
10. When an applicant applies for a Canadian Certificate, either as
Master or Mate and has passed the examination, what is the duty of the clerk
who has charge of that branch of the public service, when the papers are rece-
ived from the Examiner?
11. How are funds provided for the administration of matters under the
control of the Marine and Fisheries Department?
12. How are Harbour Masters remunerated?
13. Draft a report appointing a Shipping Master.
14. When there is a conflict of opinion between the officers of the
Department in regard to the meaning of an Act, how is the matter finally
settled?
15. When Board of Trade claims expenses incurred on account of a sick
seaman, how does Department settle claim?
16. When the Department desires to convey the thanks of the Govern-
ment to a non-resident of Canada, what is the procedure?
17. In presenting the captain of a vessel with a testimonial for services
rendered a shipwrecked crew, what is the departmental action from reception
of the report of services rendered till testimonial presented?

PROMOTION EXAMINATION.

Values.	DEPARTMENT OF INDIAN AFFAIRS, OTTAWA, DUTIES OF OFFICE.
10	1. Give definition of the word 'Indian' under the Indian Act.
20	2. What is the policy of the Government with regard to extinguishing title.
20	3. What is necessary before lands set apart for Indians can be alienated or in any way disposed of.
20	4. What is the relation between the Department of Indian Affairs and the Indians of Canada.
15	5. What officers represent the Department at the various Agencies.
15	6. Name a number of officers in charge of the administration of Indian matters in Manitoba, and the North-west Territories.
100	

PROMOTION EXAMINATION.

DEPARTMENT OF TRADE AND COMMERCE—DUTIES OF OFFICE.

Values.	
	1. What branches of the Public Service are administered by the Department of Trade and Commerce?
	2. What was the value of the total imports and exports of Canada during the fiscal year ended June 30, 1901?
	3. From what country did Canada import the largest, and to what country did she export the largest, during that period?
	4. What was the largest single item of export from Canada during that period?
	5. In what countries and colonies has Canada Commercial Agencies?
	6. What is the monetary unit and how does it compare with that of Canada as to value in each of the following countries: Great Britain, United States, France, Germany, Russia, Denmark, Norway, Japan, Australia and Newfoundland?
	7. What are the units of weights and measures and their principal subdivisions and multiples in each of the foregoing?
	8. How many states are comprised in the Australian Commonwealth, and their names?
	9. Name four principal exports of Australia?
10.	“ “ South Africa?
11.	“ “ Argentine Republic?
	12. Name the British Colonies entitled to the benefits of the Preferential Tariff?
	13. What is the average duty under the present Tariff of the total imports?
	14. What is the average duty under the present Tariff of the dutiable imports?
	15. How does the trade of Canada compare with that of the United States per capita of population?

2-3 EDWARD VII., A. 1903.

PROMOTION EXAMINATION.

DEPARTMENT OF RAILWAYS AND CANALS, DUTIES OF OFFICE—ACCOUNTANT'S BRANCH.

Values.	
10	1. State the difference between Capital Account, Income Account and Revenue Account.
10	2. Describe the routine in connection with a Railway Subsidy from the Inspection of the Railway for Subsidy purposes, to the issuing of a cheque for same.
10	3. A contract having been entered into with a firm of Contractors by the Department of Railways and Canals, to construct a section of the Trent Canal, describe the routine necessary to be gone through before payment is made by cheque for the work performed by them for any one month.
10	4. The above Contractors having completed about two-thirds of their contract apply to Department for a return of two-thirds of the amount of drawback withheld, state the usual procedure until payment is made.
10	5. In what manner is the Department provided with funds, necessary to carry on its administration?
10	6. Name the different works under the management of the Department and describe the various methods of payments in connection therewith.
10	7. What is a Governor General's Warrant, when can it be issued and for what purpose?
10	8. A Governor General's Warrant having been issued, what provision has the Department to make in connection with it?
10	9. What connection has the Auditor General's Department with that of the Department of Railways and Canals, and having reference to the 33rd Section of the Audit Act, what must the Department of Railways and Canals have done in connection with application for cheques to meet the requirements of the said section?
10	10. Describe a letter of credit, how issued and provided for?
100	

PROMOTION EXAMINATION.

DEPARTMENT OF RAILWAYS AND CANALS.

1902.

Values.	DUTIES OF OFFICE—CANAL BRANCH.
10	1. Name the different canals of the Dominion.
10	2. Give the names of the different offices on the canals.
10	3. What is a Ship's report and describe how it should be made out.
10	4. When it reaches the canals' statistical branch, how is it treated and into what books is it first entered?
10	5. What is a Let Pass? What is an Advice Note? What is an Account Current?
10	6. Name the principal books used for canal statistics.
10	7. Into how many clauses is the tariff of tolls divided?
10	8. When should money received by collectors be deposited?
10	9. What is a 'Season Let Pass' and what is the payment necessary to obtain one?
10	10. When grain destined for Montreal has paid full tolls on the Welland Canal, what further tolls, if any, are required?

SESSIONAL PAPER No. 31

ADJUTANT GENERAL'S OFFICE.

DUTIES OF OFFICE.

Values.

5	1. To whom is the command in chief of the Military forces of the Dominion vested and by whom exercised?
5	2. Of whom does the Militia of Canada consist and who may be required to serve in a case of <i>Levee en masse</i> ?
10	3. Into how many classes is the male population so liable to serve divided and what are they?
5	4. For what purposes was the Permanent Corps authorized?
5	5. How can a Corps of the Active Militia be called out in the aid of the Civil Power?
5	6. How are Militiamen thus called out paid?
10	7. What are the duties of the different Officers of the Headquarters Staff?
5	8. What is the limit of age for Officers of the Active Militia?
5	9. For what purpose was the Reserve of Officers authorized and who are eligible to be transferred thereto?
10	10. What are the Allowance for Drill Instruction and for Command Pay of the various Arms of the Active Militia?
10	11. What are the Allowances for Care of Arms for the various Arms of the Active Militia?
10	12. How are Military Staff Clerks (<i>a</i>) appointed (<i>b</i>) paid (<i>c</i>) when are, they eligible for promotion (<i>d</i>) how are they carried on the strength of their Corps while serving as Military Staff Clerks and (<i>e</i>) for what causes can they be returned to their Corps?
5	13. What are the qualifications for appointment to the Permanent Corps?
10	14. What are the limits of age for Cadetship in the Royal Military College (<i>b</i>) who are eligible for admission as Cadets (<i>c</i>) what certificates are required before applicants can be authorized to undergo the entrance examination (<i>d</i>) what payments are required annually as fees and to cover necessary expenses and (<i>e</i>) who are eligible for admission without undergoing the Entrance Examination?
100	

DEPARTMENT OF MILITIA AND DEFENCE.

PROMOTION EXAMINATION.

Value.

Correspondence Branch—Questions.

10	1. Where are Orders in Council and Imperial Despatches found when required?
10	2. What do you index of the official correspondence and to what purpose does it serve?
10	3. When should a letter be considered finished, completed and ready to mail?
10	4. How can you readily ascertain what are the important matters you have in hand pending action?
10	5. How and what are the military articles or goods admitted to Canada free of duty?

2-3 EDWARD VII., A. 1903

10	7. What should be done with drill sheds no longer required for militia purposes?
10	8. How are promotions made and what qualifications are required?
10	9. What steps should be taken towards procuring compensation for a man or horse injured at camp?
10	10. What is the regular channel through which this Department should communicate with the Imperial Government?
100	

DEPARTMENT OF MILITIA AND DEFENCE.

. STORE BRANCH.

Values.	List of Questions for Promotion Examination.
10	1. State the responsibilities and duties of a Superintendent of Stores.
10	2. Say how often Returns are made by him to Headquarters and the nature of such Returns.
10	3. State the system of book-keeping as to receipts and issues of stores.
10	4. How and upon what authority are all issues made?
10	5. Describe the usual course followed by Officers commanding Units in forwarding Requisitions, and state what certificates are necessary thereon before action by the Store Branch.
10	6. How are Monthly Returns checked?
10	7. How are obsolete and condemned stores disposed of and under what authority?
10	8. Explain the difference between requisitions for Clothing and for other stores.
10	9. When compensation is allowed in lieu of an issue of Clothing, how are entries made in the Clothing Ledger?
10	10. How are issues upon repayment made from Stores, and how are monies received for ammunition and stores accounted for?
100	

PROMOTION EXAMINATION.

DUTIES PAPER, MAY, 1902.

Department of Finance (Office of the Superintendent of Insurance).

Values.	Any seven of the following questions, at the candidate's option.
	1. Define the following expressions having regard to the provisions of the Insurance Act, viz. :— (a.) Inland marine insurance; (b.) sickness insurance; (c.) guarantee insurance.
	2. A company incorporated under the provisions of an Act of one of the provinces of the Dominion, having power by its charter to carry on life insurance and accident insurance, applies for a license under the Dominion Insurance Act. State whether the application can be granted or not, giving the reason for your answer.
	3. What is the minimum deposit required by the statute on application for a license by the following companies, viz. :— (a.) An American fire insurance company; (b.) A British life insurance company; (c.) A Canadian fire insurance company; (d.) A Canadian life insurance company.

SESSIONAL PAPER No. 31

4. In what way is the deposit determined in cases where it is not fixed by statute? What is the usual initial deposit required for a license to transact—

- (a.) Guarantee insurance;
- (b.) Plate glass insurance;
- (c.) Accident insurance;
- (d.) Sickness insurance?

5. A fire insurance company incorporated under an Act of the province of Ontario applies for a license and offers as a deposit city of Vancouver, B.C., bonds quoted at 92½. What is the minimum of such bonds necessary?

Prepare the report on the application and state what documents are to be filed by the applicants, and under what authority the license is issued.

6. What statements are required to be filed in the office of the Superintendent and at what times by—

- (a.) Canadian companies;
- (b.) Companies other than Canadian?

What is the consequence of failure to file such statements within the time limited by the statute?

7. Under what circumstances may the license of a company be withdrawn?

8. State in general terms the requirements as to the valuation by the department of the policies of life insurance companies and the basis of such valuation, including the rate of interest applicable to the policies having regard to their date of issue.

PROMOTION EXAMINATION.

OUTSIDE SERVICE.

Clerks in Office of Superintendents of the Railway Mail Service.

Values.	Question.
8	1. What information should the Railway Mail Clerks' Weekly Reports contain?
10	2. When two or more Railway Mail Clerks are on duty in an R. P. O., what are their respective duties?
15	3a.) Into how many classes is domestic mail matter divided? (b.) What are the postage rates in each class?
12	4. What action should be taken by a Railway Mail Clerk,— (a.) When mail is delayed through a Railway accident. (b.) When prohibited mail matter is received by him. (c.) When a registered article is received not entered upon the letter bill. (d.) When he is unable to take duty?
12	5. What action should be taken by the Local Superintendent of the Railway Mail Service— (a.) When a train is cancelled. (b.) When the supposed loss of a registered letter is reported to him. (c.) When he receives notice of the establishment of a new Post Office. (d.) When a train service is increased or decreased?
12	6. What is the Canadian Postage rate on the following mail matter for— 1. Newfoundland. 2. The United States— <i>a</i> , Letters, <i>b</i> , Newspapers, <i>c</i> , Parcels?

2-3 EDWARD VII., A. 1903

15	7. Name all the Railway Post Office routes in your District; their terminal points; and the R. P. O., routes in other Districts in Canada with which they are directly connected.
6	8. What articles may be sent to the United States closed against inspection?
10	9. Describe the treatment by a Railway Mail Clerk of registered matter for, and from the terminal points of his run.
100	

PROMOTION EXAMINATION.

OUTSIDE SERVICE.

(Clerks in Post Office Inspectors' Offices.)

Values.	Question.
10	1. What is the difference between an 'Accounting' and a 'Non-accounting' post office?
15	2. What information should be given in a Post Office Inspectors' Report upon an application for a new post office?
10	3. What is meant by 'Forward Duty'? How is it computed?
10	4. What are 'Dead Letters'? How are they treated?
10	5. To what Countries may 'unpaid', or 'insufficiently prepaid' letters be forwarded? How are they treated on receipt?
10	6. When may a mail contractor claim increased compensation? What principle must be observed in fixing the amount of the increase granted?
15	7. Write a letter to a Postmaster requesting him to send in his delayed 'Enumeration Return', and point out the inconvenience occasioned to the department by such delay.
10	8. What is the mode of procedure when a 'registered letter' has been reported to the Post Office Inspector as 'lost'?
10	9. What articles are not allowed to pass through the mails?
100	

PROMOTION EXAMINATION.

OUTSIDE SERVICE.

(Assistant Post Office Inspectors.)

Values.	Question.
10	1. What mode of procedure would you adopt in the case of an alleged abstraction from a registered letter?
15	2. Explain fully the different steps taken in the establishment of a new post office.
12	3. What is the limit of weight of a parcel mailed in Canada, and addressed to—
	(a.) Any part of the Dominion?
	(b.) The United Kingdom?
	(c.) Newfoundland?
5	(d.) The United States?

SESSIONAL PAPER No. 31

	4. What is the duty of a mail courier with respect to letters tendered to him en route?
8	5. What should a Post Office Inspector look to when inspecting— (a.) A Money Order Post Office? (b.) A Post Office Savings Bank business?
15	6. Describe the mode of procedure in making a contract for mail service. For what term is one usually made? Under what circumstances can it be renewed?
10	7. What are the penalties imposed by the law on persons guilty of— (a.) Issuing counterfeit postage stamps? (b.) Issuing Money Orders on credit? (c.) Having a mail bag in his possession? (d.) Theft of a registered letter? (e.) Using the same stamp twice?
10	8. What are the regulations governing the transmission of newspapers in Canada?
5	9. How are Postmasters of non-accounting offices supplied with stamps?
10	10. What is the rate of postage on 'legal' and 'commercial' papers?
100	

PROMOTION EXAMINATION.

INSIDE SERVICE.

Values.	POST OFFICE DEPARTMENT—DUTIES OF OFFICE.
10	1. Describe the organization of the Inside Service of the Department.
20	2. Describe concisely the duties of each Branch, but more particularly the Branch to which you belong,
10	3. Describe the different methods which have been provided by the Department for the transmission of sums of money through the mails.
10	4. Give a list of the returns that are made to your Branch of the Department by Postmasters and Post Office Inspectors.
10	5. What is a Non-Accounting Office? How is the salary to be paid the Postmaster arrived at?
10	6. What are the exceptions to the exclusive privilege of the Postmaster General in the conveyance of letters?
15	7. Describe in full detail the manner in which a Postmaster's Account is treated from the time it is received in the Department until it is filed (Accountant's Branch candidates will deal with the cash accounts and Savings Branch with the Savings Bank Accounts).
15	8. After the Postmasters' Ledgers have been balanced for a month what means are taken to prove the cash deposited in the Bank and the Salary warrants paid by Postmasters? Describe the different operations (for Accountant's Branch candidates).
15	9. What are the duties of a Ledger Clerk in the Savings Bank Branch who receives a depositor's application for repayment? What further action is taken when a repayment cheque is issued to a depositor? What steps are taken in issuing a duplicate cheque to replace one which has been lost? (For Savings Bank Branch.)
100	

No. 1.

LOWER GRADE EXAMINATION.

PENMANSHIP.

Tuesday, November 11, 1902, from 10.15 to 11 a.m.

(Candidates are required to observe the Regulations strictly.)

Value.

60

Our pleasure in coming amongst you is tinged with the regret that we are on the eve of departure from the great country where, during the five weeks of our stay, we have received so hearty and generous hospitality, and found so many kind friends.

Bearing in mind the many happy days which I have spent in your city and province, I am particularly pleased to find myself here again and that, on this occasion, the Duchess is with me.

It is perhaps fitting that we should take leave of Canada, in the province that was the first over which the British flag waved—a province so full of moving checkered historical memories—and that embarking from your capital, which stands unrivalled among the naval ports of the world, we should pass through waters that are celebrated in the annals of our glorious navy.

I am glad to gather from the address of the University of Dalhousie that, in the midst of that national prosperity you happily enjoy, you have not neglected the interests of higher education. You recognize that nothing is so essential to the advancement of a people as adequate provision for a training which will keep the coming generation abreast of the march of intellectual progress and scientific knowledge.

We share in your regrets as to the shortness of our stay, which will prevent us from judging for ourselves of the great mineral wealth and other resources for which your province is famed. We trust that the development of these resources, already attained, is but an earnest of a still greater future.

In bidding you farewell, we wish to make known how greatly we have been impressed by the affectionate sympathy with which we have been received by the people of the Dominion, and we pray that the Divine blessing may rest upon them and theirs, and upon those in whose hands is placed the guarding of its destinies.

SESSIONAL PAPER No. 31

No. 2.

LOWER GRADE EXAMINATION.

ORTHOGRAPHY.

Tuesday, 11th November, 1902, from 11 a.m. to 12 noon.

(Candidates are required to observe the Regulations strictly.)

N.B.—Copy the following extract, correcting the errors in spelling ; 2 marks will be deducted for every mis-spelled word in your copy.

Value.	
60	You will, i think, all hav herd of florence nightingale. Hers is a naim to make all english harts beet warm as long as they eggsist ; one of englands nobelest women, for she was the furst hoo thoght of goeing to nurs our poor woondid soljers on the battel-feeld. From her childehude florence was all-ways wantin to help and heel thos in pane, an her furst paishent was a dog. She was but a child when won day she met a shepperd hoom she new, and he was in grate disstres becose his faythfull old dog that had servid him for soe menny ears, was nere his end. Some crewel boys,—or i wood raythur say, thoghtles boys,—had stoned the poor old dog, and he was soe much hurt that he had onely just bin abel to drag himself hoam to dye. florence nelt down byside the poor sufring creetchure, her kinde hart ful of pitty.

No. 3.

LOWER GRADE EXAMINATION.

ARITHMETIC.

Tuesday, 11th November 1902, from 1.30 p.m. to 3 p.m.

(Candidates are required to observe the Regulations strictly.)

N.B.—The work of each question must be given in full.

Values.	
3	1. Write out in words 1,707,107 ; 970,037,901 ; 10,101,010.
3	2. Write in figures, eleven thousand and eleven ; one million one hundred and one thousand and one ; one hundred million seventeen thousand and seventy.
9	3. Add together, 79486, 9879, 56878, 796, 97969, 687, 7879, 86878 and 789.
6	4. Take 2898765987 from 15706408056.
6	5. Multiply 798576978 by 7.
9	6. Multiply 870896574 by 90087.
6	7. Divide 34567891234 by 7.
9	8. Divide 4294967297 by 641.
9	9. A woman bought 7 pounds of tea at 37 cents a pound, 18 pounds of butter at 19 cents a pound, 27 pounds of cheese at 16 cents a pound, and 9 dozen eggs at 17 cents a dozen. She gave three five-dollar bills to pay for her purchases. How much change should she receive ?
100	

No. 5.

CIVIL SERVICE OF CANADA.

QUALIFYING EXAMINATION.

Penmanship.

Wednesday, November 12, 1902, from 10 a.m. to 10.30 a.m.

(Candidates are required to observe the Regulations strictly.)

Values.

CHILDHOOD.

100

There is a magic charm in its winning ways—honesty and truthfulness in its expression of affection ; there is something grand and lofty in that young untainted soul, which should pass through life uncorrupted by the deception and sensuality of the world. Men seduce it from its path of innocence. Vice is ever seeking to poison the beauty of virtue. The vicious man, when looking upon the frank and open countenance of a child, finds something to rebuke the workings of his guilty soul, while the virtuous man sees something in it to love and admire ; but in the former the influence too often loses its effect, while the latter feels an elevation of the soul in coming in contact with the innocence and purity of childhood. We are often ridiculed for our attachment to childhood ; but there is a thrill of joy runs through our being, and kindles up the fire of enthusiasm when we associate ourselves with children. We ever wish to have the spirit of the child combined with the candor and honesty of manhood. The beauty and simplicity of childhood are types of the better life ; if we wish to taste the real and undefiled blessings of life we must preserve the soul from being poisoned by the bitter experiences of vice and its fearful concomitants. If we wish to understand the grandeur of nature—to link our hearts in sympathy with the sorrows and sufferings of humanity, and feel the glowing warmth of piety and benevolence, we must maintain through life the unsullied purity of childhood, combined with the dignified reason and experience of manhood.

No. 6.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

Composition.

Wednesday, 12th November, 1902 ; from 10.30 a.m. to noon.

(Candidates are required to observe the Regulations strictly.)

Values.

Show in what respects the following sentences are faulty, and correct them :—

5

1. He forgets the gratitude that he owes to those that helped all his companions when he was poor and unfluential, and John Smith in particular.

5

2. It appears to me that he likes me better than you.

SESSIONAL PAPER No. 31

- 5 3. Charlemagne patronized not only learned men, but also established several educational institutions.
- 5 4. Industry has always been the way to succeed, and it will so long as men are what they are.
- 5 5. What a pity it is that even the best should speak to our understandings so seldom.
- 5 6. After we came to anchor, they put me on shore, where I was welcomed by all my friends, who received me with the greatest kindness.
- 12 7. What are meant by the following figures of speech:—Euphemism, synonym, exclamation and apostrophe? Give an example of each.
- 16 8. Distinguish between mutual and common; vocation and avocation. Give an example of each.
- 42 9. Write a letter of not less than 250 words on 'A boating excursion.'

100

No 7.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

Arithmetic.

Wednesday, November 12, 1902; from 1.30 p.m. to 3.30 p.m.

(Candidates are required to observe the regulations strictly.)

N. B.—The work of each question must be given in full; no marks will be given for answers only, except in the case of question 1. No marks will be given for answers to questions 1, 2 and 3 that are not absolutely correct.

Values.

- 6 1. Add together 798576, 9476, 978769, 79867, 767879, 874, 6987 9
769878, 7967, 796,878.
- 8 2. Multiply 4294967297 by 900807.
- 10 3. Make out and receipt a bill for the following:—On November 5, 1902 Mrs. J. Andrews bought of Mr. Wm. Peters, $19\frac{3}{4}$ lb. of tea at $37\frac{1}{2}$ c., $7\frac{1}{4}$ lb. of coffee at $28\frac{1}{2}$ ct., $37\frac{1}{2}$ lb. of sugar at $6\frac{1}{4}$ ct., $48\frac{3}{4}$ lb. of butter at $18\frac{1}{2}$ ct., $37\frac{1}{4}$ lb. of cheese at $16\frac{1}{2}$ ct., $27\frac{1}{2}$ lb. of currants at $8\frac{1}{2}$ ct., $19\frac{1}{2}$ lb. of raisins at $9\frac{1}{4}$ ct., $47\frac{1}{2}$ lb. of ham. at $16\frac{1}{4}$ ct., 39 lb. of bacon at $14\frac{3}{4}$ ct., and $17\frac{1}{2}$ doz. eggs at $27\frac{1}{2}$ c.
- 10 4. If a man earns one-third as much as 5 women and a boy earns one-sixteenth as much as 9 women, what fraction of a man's wages does a boy earn; the time of earning being in all cases the same?
- 10 5. A man drew off 4 gall. from a full barrel of vinegar and filled the barrel up with water. Next day he drew off 4 gall. of the mixture and then filled up the barrel with water. On the third day he drew off 4 gall. of the mixture and filled up the barrel with water. If the barrel held just 32 galls., how many gallons of the vinegar originally contained in the barrel remained in it after the third drawing off?

2-3 EDWARD VII., A. 1903

- 10 6. The municipal rates being reduced from $19\frac{3}{8}$ mills to $17\frac{7}{8}$ mills on the
dollar, my taxes are lowered by \$5.67. For how much am I assessed ?
- 10 7. A gallon of water at 62 degrees Farenheit weighs 10 lb. and a cubic
foot of water at that temperature weighs 997.7 oz. How many gallons will
a reservoir covering 100 acres contain, when it is filled to an average depth
of 10 feet ?
- 12 8. *A* and *B* run a mile race ; *A* runs the whole course at a uniform speed
of 320 yd. a min. ; *B* runs the first half mile at a speed of 300 yd. a min.,
and the second half mile at a speed of 340 yd. a min. By how many yards
does *A* win the race ?
- 12 9. An account bearing interest at 6 per cent, amounted at the end of 93
days to \$1,325.98. What was the original amount of the account ?
- 12 12. Find the proceeds of the following draft discounted on November 3,
1902, at $6\frac{1}{2}$ per cent, exchange $\frac{1}{80}$ of 1 per cent :—
\$173864 $\frac{50}{100}$ OTTAWA, October 27, 1902.
- Ninety days after date, pay to the order of Henry Alford, Son & Co., of
Ottawa, One hundred and seventy-three thousand eight hundred and sixty-
four $\frac{50}{100}$ dollars.
Value received.

100	To. WM. E. FARMER & Sons, Montreal.
-----	--

A. J. CASH & CO.

No. 8.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

Geography.

Wednesday, November 12, 1902, from 3.30 p.m. to 4.30 p.m.

(Candidates are required to observe the regulations strictly.)

Values.	
15	1. What are the principal rivers of British Columbia ; and what are the chief products of that province ? Who was Vancouver, after whom a city and an island of that region have been named ? Where are Esquimalt and Victoria situated ?
15	2. Give as nearly as possible the site of Calgary, Edmonton, Prince Albert and Qu'Appelle. Where is the great wheat area to be found in the Canadian North-west ? In what region are the Great Slave and Athabasca lakes, and the mouth of the Mackenzie river ?
10	3. What was the name of the fort, upon whose site the city of Winnipeg now stands ? Give the name of four cities of Manitoba outside of Winnipeg ? Indicate the exact locality where the Assiniboine and Red rivers meet ?
10	4. What are the four largest rivers of Ontario ; give the names of the lakes to be found in the northern part of that province. What are its chief industries ?

SESSIONAL PAPER No. 31

- | | |
|-----|---|
| 10 | 5. Name the four largest cities or towns of the province of Quebec, leaving out Montreal and Quebec. What are the five principal tributaries of the river St. Lawrence? Name the five largest islands to be found between Quebec and the Gulf of St. Lawrence? |
| 20 | 6. Give the name of five harbours of New Brunswick, of its principal rivers, of the isthmus joining it to Nova Scotia? Where is the Bay of Fundy and what is it remarkable for? What strait separates Nova Scotia from Cape Breton? What is the name of the cape forming the extreme northern point of that island? |
| 10 | 7. What was the first name given to Prince Edward Island? What are its products, and what straits separate it from the mainland? |
| 10 | 8. How can a ship sailing from Chicago reach the Atlantic? If there are alternate routes, indicate them, giving in both cases the name of the canals |
| 100 | and rivers through which the ship would pass? |

No. 9.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

History.

Thursday, 13th November, 1902; from 9.30 a.m. to 10.30 a.m.

(Candidates are required to observe the Regulations strictly.)

Values.

HISTORY OF ENGLAND.

- | | |
|----|---|
| 30 | 1. Under what King did the English begin to establish colonies in North America? |
| 30 | 2. What remarkable event took place during the reign of King John Lackland? |
| 30 | 3. How was the Union of England and Scotland brought about, and when was a common Parliament for the countries established? |
| 30 | 4. Give the name of the English statesman who urged Great Britain to oppose Napoleon Bonaparte's schemes. |

HISTORY OF FRANCE.

- | | |
|----|---|
| 30 | 5. What were the States General (Etats Généraux) and the Parliament in France before the Revolution and 1789? |
| 30 | 6. Who was the first King of the Bourbon dynasty; how did he come to the Throne, and what events took place during his reign? |
| 30 | 7. State briefly the facts which made the time of Louis XIV. illustrious? Name three of his ministers. |

HISTORY OF CANADA.

- | | |
|----|---|
| 30 | 8. What was the name of the principal settlement of the French in Acadia (N.S.) and what is the name of the city now built on its site? |
|----|---|

40	9. What name has been given to the war during which Canada was lost to France, and what generals (2) commanded the armies of Great Britain and of France at that time in North America ?
	10. State how many constitutions have been given to Canada since it has become an English colony, giving the date of the establishment of each.
100	11. Name the three first Governors of Canada under the Union of Upper and Lower Canada.

No. 10.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

English Grammar.

Thursday, November 13, 1902 ; from 10.30 a.m. to noon.

(Candidates are requested to observe the Regulations strictly.)

Values.	
6	1. Other parts of speech are sometimes used as adverbs ; give examples of nouns, verbs and prepositions so used.
8	2. Give an example of a class noun, a collective noun, a material noun and an abstract noun.
9	3. Mention the different ways of distinguishing gender ; give an example of each.
6	4. Give the feminine of Emperor, Marquis, Duke, Heritor, Czar and Margrave.
10	5. The plural of nouns is generally formed by adding s to the singular. Mention the exceptions to this rule.
4	6. What are meant by strong and weak conjugations ? Give an example of each.
7	7. Give the past tense and past participle of <i>win, wind, swim, rise, write, go</i> and <i>read</i> .
8	8. Distinguish between a simple and a complex predicate of a verb ; give an example of each.
8	9. An adverbial clause may be contracted by omitting the verb or by changing it into a participle ; give an example of each.
18	10. Show wherein the following sentences are faulty and correct them : (a) The report was current yesterday, and agrees with what we heard before, that Mr. White will return home next week. (b) It is evident that their consent will be necessary for the raising any supplies. (c) There was no man so sanguine who did not apprehend some ill consequences from the occurrence.
16	Parse the following sentence :— Aristotle would be, indeed, the sorriest plagiarist on record, were not the thefts believed of him by his Oxford votaries, not only false, but also ridiculous.
100	

SESSIONAL PAPER No. 31

No. 11.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

Orthography.

Thursday, 13th November 1902 ; from 1.30 p.m. to 2.15 p.m.

(Candidates are required to observe the Regulations strictly.)

N.B.—Copy the following extract, correcting the errors in spelling ; 5 marks will be deducted for every mis-spelled word in your copy.

Value.

100

Your pitetioner venteurs to submitte his convicschon that duerashon of cppyrite as the law now stands is far from being co-ekstencive with the clames of nattuarel effecshon, a hardship which will be stil moar aparent when the condeeshon of distingwished awthers is veiued in contraste with that of men who rise to emminense in other proffeshons or imployments, wherbye they not onely aquire welth, but have pattronidge at comand, or obtane the meenes of forming famly astablishments in busines, which ennoble them to provide at wonce for there desendents, or for others who hav clames uppon them. Your piteeshuner alsoe trusts that too the wisdom of the House, it will apeer that the law, while it fales to pay dew regard to the reesunable clames of nattuarel efecshun, is alsoe at variencie in an unwarentible degre, with the principals that govren the rite of pruperty in all other maters (mechannicle invenshuns and kemmicle discoveries only exsepted) between which how ever, and works in severel of the highest dipartments of littereture their is in quallity, sircomstanses, moad of opperashon, and offen times in origen, a brode lyne of distingshun, as was shone when the subjec in the preseeding seshun was under the cuncidderashun of Parleement.

No. 12.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

Transcription.

Thursday, November 13, 1902, from 2.15 to 3.15 p.m.

(Candidates are required to observe the Regulations strictly.)

Value.

100

N.B.—The candidate is required to make a neat and correct copy of the manuscript handed to him with this slip. The words scored through are to be omitted and the interlineations and the marginal and other additions are to be inserted in their proper places as indicated.

This paper was a rough draft in manuscript, which was submitted to the candidates lithographed. It cannot, of course, be reproduced here.

No. 13.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

Optional Subject.

TYPEWRITING.

(Candidates are required to observe the Regulations strictly.)

Six minutes are allowed for this subject ; at the end of six minutes the Examiner will take up the copy finished or unfinished.

N.B.—This subject may be taken up at any time, to be arranged by the Examiner, but it must not be allowed to interfere with the time assigned to the other subjects.

Value.	THE ETERNAL SNOWS.
100	<p>Immediately opposite the spot where the writer is now sitting, is one of the most beautiful and striking scenes of grandeur and sublimity combined with attractive beauty and loveliness which, perhaps, cannot be witnessed in any other part of this fair earth.</p> <p>In the foreground is an arm of the Lake of Lucerne, its clear, transparent waters sparkling with silvery ripples, which dance and play under the influence of the fitful breeze coming down from the gullies and ravines of the surrounding mountains. To the left, jutting out into the lake, is a spur of elevated pasture land, the vivid emerald of the verdure contrasting with the dark foliage of the forests and woodlands with which it is diversified. Behind, in the middle distance, a range of mountains about six thousand feet in height raise their lofty heads ; while yet further, and dwarfing these latter into mere hills, is an upreared chain of mighty mountains, covered eternally—so far as the expression can be used with reference to anything terrestrial—with a perpetual mantle of pure, dazzling white virgin snow ; their peaks and pinacles piercing through all but the very highest ranges of rolling clouds, which here and there hang in dense masses far below their summit, their murky and sombre blackness still more enhancing the brilliancy of the sunlit snow-fields above them.</p> <p>Opposite is a high beetling cliff, its rugged precipices rising sheer from the lake ; while the chain of snow-crowned peaks behind elevate their towering heads still more and more upwards towards the sky.</p>

No. 14.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

Optional Subject—Bookkeeping.

Friday, 14th November, 1902 ; from 9.30 a.m. to noon.

(Candidates are required to observe the Regulations strictly.)

Value.	
100	<p>1. Journalize the following business record, post the journal entries into a Ledger and prove the posting by a Trial Balance. Make out a Profit and Loss Account and a Balance Sheet exhibiting the position of the Firm and the relative positions of the Partners.</p>

SESSIONAL PAPER No. 31

On 1st October, 1902, John Simpson and Jacob Wilson found the state of their affairs to be as follows:—

ASSETS:—Cash, \$25000; Bill receivable, No. 1, on W. Sutton, due 10th inst., \$1999.63; Bill receivable, No. 2, on J. Rees, due 18th inst., \$1000.37; Cement, 5800 bbl., at \$2.50, \$14500.

LIABILITIES:—Bill payable, No. 1, in favour of J. Glen, due 21st inst., \$2500; Amounts due:—A. West, \$1000; R. Smith, \$750; J. Ware, \$3250.

The following is a complete list of their transactions during the month of October, 1902:—

1st Oct., 1902; Bought of Byron & Co. for cash, 1000 bbl. of cement, at \$2.50; Cash paid, \$2437.50; Discount allowed by them \$62.50. Sold Horton & Co., for cash, 2000 bbl. of cement, at \$2.63; Cash received, \$5125; Discount allowed them, \$135. Paid A. West his account, Cash, \$975; Discount allowed by him, \$25. Accepted R. Smith's draft at two months, Bill payable, No. 2, \$750. Advanced for Petty Cash, to meet sundry payments for postage, &c., \$75. Bought of J. Ware, 1500 bbl. of cement at \$2.25; paying him Cash, \$1337.87, and Bill receivable, No. 1, W. Sutton, \$1999.63; Discount allowed by him, \$37.50. 2nd Oct., John Simpson drew for private expenses, \$125. Consigned to Bryson & Co., Toronto, 2300 bbl. of cement to be sold by them on our account and risk, \$6049. 3rd Oct., Bought of J. Ware, 3000 bbl. of cement, at \$2.25, \$6750. Accepted his draft at two months, Bill payable, No. 3, \$10000. 4th Oct., Jacob Wilson drew for private expenses, \$250. 8th Oct., Received from Ross & Co., Windsor, a consignment of 200 tons of coarse plaster to be sold by us on their account and risk, invoiced at \$9.37½ a ton, \$1875. Paid railway charges on this consignment, \$150. 11th Oct. Bill receivable, No. 1, on W. Sutton, returned dishonoured, \$1999.63. Charges for noting, 37 cents. 13th Oct., Received from W. Sutton, cash, \$2000. Sold for cash, whole of Plaster consigned to us by Ross & Co., \$2250. Charge Ross & Co. commission on sale of Plaster, \$50. Remitted Ross & Co., Cash, \$2050. 15th Oct. Received account sales from Bryson & Co., showing that they had sold Cement consigned to them on 2nd inst., for cash, \$6612.50. Commission charged by them, \$112.50. Railway charges paid by them, \$200. 17th Oct. Remitted J. Ware, cash, \$2000. 18th Oct. Received cash from J. Rees in payment of his acceptance due this day, (B.R. No. 2), \$1000.37. 20th Oct. Received from Bryson & Co., cash, \$6300. 21st Oct. Paid Bill payable, No. 1, in favour of John Glen, due this day, \$2500. 24th Oct. Sold Barnes & Co., for cash, 3000 bbl. of Cement, at \$2.63; Cash received, \$7750; Discount allowed them, \$140. 28th Oct. Sold J. Rees, 2000 bbl. of Cement, at \$2.75, \$5500. Received J. Rees' acceptance at 60 days, \$5500. 31st Oct. Paid for stationery out of Petty Cash, \$75. Paid salaries of Clerks, \$300. Interest on amount drawn out by J. Simpson, 50 cents. Interest on amount drawn out by J. Wilson, 91 cents. Interest on J. Simpson's capital, \$63.68. Interest on J. Wilson's capital, \$84.94. Paid month's rent, \$100. Stock of Cement on hand, 5000.

Of the net capital, $\frac{3}{7}$ belonged to John Simpson and $\frac{4}{7}$ to Jacob Wilson. Capital and drawings of the partners are to be subject to interest at five per cent; balance of profit and loss to be divided in proportion of capital.

No. 15.

CIVIL SERVICE OF CANADA.

HIGHER GRADE EXAMINATION.

Optional Subject—Stenography.

(Candidates are required to observe the regulations strictly.)

NOTE.—The Examiner will read the conditions and, also, the matter to be written, before proceeding to the trial, so that the candidates may have a clear apprehension of what they have to do. When all are ready, he will read the matter over distinctly in exactly six minutes which will be at the rate of 65 words a minute. If any fail to keep up with the reading, they will necessarily drop out.

CONDITIONS.

Half an hour will be allowed for the extension of the notes, and the candidates who produce perfect transcripts will be awarded 100 marks. For every word omitted and for any wrong word introduced 5 marks will be deducted from the 100, and no account will be taken of exercises short-written to the extent of 12 words.

Value.

THE ST. CLAIR FLATS CANAL.

100

From the official documents in the possession of the Dominion Government, it is possible to trace the exact progress of the construction of the St. Clair Flats Canal. The first time the attention of the Canadian Government was drawn to the improvement of navigation on the flats of Lake St. Clair seems to have been in 1855. In that year, a deputation from the Boards of Trade of Buffalo and Chicago, waited upon the Canadian Government to ask assistance to deepen the channel on the flats. Such an application would seem to argue that Canada had a recognized claim to, and interest in the question. The result was that the Canadian Government voted \$20,000 to assist in the work. In the following year the contract for the work was let, the United States Government giving a grant also, and the use of Government plant, the assistance being valued at \$60,000. The work on the channel and canal then proceeded.

A CANADIAN CLAIM ADMITTED.

The contractor for the work, which was under the direction of the United States Government, was one John Brown, a Canadian resident at Thorold, county of Welland. The *Essex Review* says that during the progress of the work he found it necessary to bring his timbers and other materials from Canada. The United States Government insisted upon the payment by him of the duty on the material thus, as alleged, imported into the United States. Mr. Brown paid under protest on each shipment, the amount aggregating \$60,000. On the completion of the work, Mr. Brown demanded a remission of the duty, alleging that the materials used were not liable to duty, as the work had been done entirely in Canadian waters. The Government dispatched surveyors to the canal, and after several weeks of labour, they decided that Mr. Brown was right, and the money was accordingly refunded.

In 1858 the then Commissioner of Public Works for Canada stated his belief that part of the St. Clair Canal was certainly in Canadian territory, but no point was raised until two Canadian vessels were seized in the canal by the United States authorities for some alleged irregularity. Some fuss occurred in connection with this, and the vessels were released. The canal question then dropped.

SESSIONAL PAPER No. 31

LIST OF CANDIDATES WHO PASSED SUCCESSFULLY THE PRELIMINARY OR LOWER
GRADE CIVIL SERVICE EXAMINATION, NOVEMBER, 1902.

AT CHARLOTTETOWN, P.E.I.

Finlayson, G. F.
McDonald, James H.

Monaghan, J. P.

Moffat, James E.

AT HALIFAX, N.S.

Abraham, John J.
Behan, John A.
Brander, C. G.
Hagarty, M. J.
Hunter, Edward B.Macdonald, W. A.
Mahoney, R. J.
Mahoney, Thos. F.
Markley, Thos. J.
Mooney, J. S.Mulcahy, Cornelius J.
Nickerson, George W.
Roche, Edward.
Searfe, Arthur P.
White, William John.

AT ST. JOHN, N.B.

Allingham, Henry P.
Coates, George A.
Coughlan, T. F.
Dobbin, John W.
Donovan, James A.
Duffy, Jos. F.Gallant, G. J.
Gearon, J. H.
Hoyt, Arthur L.
LeBlanc, F. X.
McDonald, John K.
Morissey, William J.Mullaly, J. L.
Murphy, William J.
Russell, Henry J.
Stafford, George.
Thompson, C. W.
Williams, Wilder J.

AT QUEBEC.

Barnwell, Leopold.
Bouchard, Albert.
Boiteau, Siméon.
Bourget, Louis J.
Boutet, Adélard.
Bussière, Joseph.Gray, H. R. F.
Griffin, Dan.
Hamel, Pierre.
Hanrahan, Michael.
L'Heureux, Elzear L.McGuire, Lawrence.
Pepin, H.
Rochette, Alfred.
Trépanier, J. A.
Patry, Alphonse.

AT MONTREAL.

Archambault, J. Albert.
Béland, Eugène.
Bellerose, J. H.
Brabant, Frédéric.
Brière, Onuphre.
Campeau, Pierre.
Charbonneau, Romuald.
Décary, Jean-Baptiste.
Décary, J. R.
Deguise, Napoléon.
Desbois, Jean Baptiste.
Desere, Marie L. G.
Duboulay, A.
Ferns, Donald F.Fitzgerald, Thomas F.
Ford, James.
Fournel, Wilfrid A.
Frenette, Emile.
Gagnon, Jules.
Gaudet, Désiré.
Gauthier, Hubert.
Geoffrion, François.
Grenier, Napoléon.
Gratton, Pierre C.
Hearn, Henry.
Laurion, Louis.
Leclaire, J. E. L.
Lescarbeau, A. E.Logan, Thomas.
Laurier, Raoul.
Martin, J. G.
Patenaude, Bernardin.
Payette, Pierre.
Perreault, Nivard.
Pilon, J. R.
Pion, Jean J. R.
Roy, Joseph.
Sauvé, Raoul.
Soles, William D.
St. Amour, Lucien C.
Terrien, Esdras.
Vallée, René.

AT OTTAWA.

Archambault, Valéda.
Barr, David M.
Bennett, William T.
Brethour, L. L. B.
Clarke, Harry G.
Crowle, George A. T.
Decœur, J. Leon.
Dorion, Arthur.
Dorval, J. A.
Doyle, Lewis B.
Driscoll, Florence.
Farrell, Helen Jane.
Foley, Edward J.
Gagnon, Albert.
Gravel, Guillaume A.
Guy, John.
Kingsbury, George.Kinsella, Katie.
Landry, J. B.
Lapensée, J. H.
Latour, Ludger.
Leslie, W. Ethel.
Lindsay, Grace M.
Lyons, Robert E.
Malloch, Margaret.
Mavaut, Seraphie.
McAllister, McLeod.
McMillan, A. J.
McMillan, Earle.
Mulhall, James.
Munro, William G.
Murphy, John A.
Murphy, Frank.Nuttall, William A.
Nutting, Claire L.
Percival, Harriet M.
Potvin, Joseph A.
Rouse, Frederick.
Ralph, John Herbert.
Shanahan, Bernard.
Shea, John J.
Smith, Edith F.
Tabor, Arthur H.
Taylor, Minnie G.
Taylor, George J.
Tubman, William L.
Vernette, Alford.
Vickers, Ethel Maud M.
Villeneuve, Eugene.

2-3 EDWARD VII., A. 1903

AT KINGSTON.

Chadwick, Harford A.

AT TORONTO.

Allen, John.
 Baker, Benjamin.
 Bartlett, W. J.
 Brown, Benjamin H.
 Burnie, William.
 Callen, Charles A.
 Coulson, F. W.
 Curtin, Annie.
 Durrant, Harry.
 Faris, Kate.
 Giroux, Edward.

Graham, Fred.
 Hearn, George J.
 Jarvis, William A.
 Kurtz, C. C.
 Lettau, Emile.
 Nimino, W. J.
 Niven, R. Ward.
 O'Neil, William P.
 Reed, Alexander.
 Ross, Benjamin S.

Savage, F. G.
 Schroeder, K. B.
 Shantz, S. P.
 Sheppard, William F.
 Stanbury, Arthur B.
 Stewart, Fred D.
 TarBush, Henry L.
 Todd, Robert.
 Warnham, Samuel W.
 Wright, Osmond L.

AT HAMILTON.

Ecker, Samuel.
 Gates, J. C.
 Hill, J. C.

James, S. H.
 Laird, Florence M.

McIntosh, William G.
 Smith, P. R.

AT LONDON.

McGeoch, William.

McNeill, George M.

O'Dea, Mary.

AT WINNIPEG.

Campbell, William E. G.
 Corrigan, B. L.
 Gibbons, A. E.
 Hicks, P. D.

Kennedy, D. D.
 Lough, W. F.
 Pasmore, Robert W.

Smith, Chester J.
 Strachan, William A.
 Thurston, George H.

AT SAULT STE. MARIE.

Findlay, Robert.

AT VANCOUVER.

Green, E. V.

Lord, Clifford.

AT VICTORIA.

Boyd, Alice Jane.
 Certified correct,

Lory, John Henry.

JNO. THORBURN, M.A., LL.D.,
Chairman.
 A. D. DECELLES, LL.D., F.R.S.C.,
 J. C. GLASHAN, LL.D.,
Examiners.

WM. FORAN,
Secretary.

OTTAWA, December 12, 190

SESSIONAL PAPER No. 31

LIST OF CANDIDATES WHO PASSED SUCCESSFULLY THE QUALIFYING OR HIGHER
GRADE CIVIL SERVICE EXAMINATION, NOVEMBER, 1902.

AT CHARLOTTETOWN, P.E.I.

Bethune, M. Ross.
Crockett, Vernon.
Dorsey, J. W.

Doyie, A. M.
Finlayson, George F.
McCarthy, Francis A.

Moffatt, James E.
Wynne, Austin.

AT HALIFAX, N.S.

Marryatt, Clifford.

AT ST. JOHN, N.B.

Anderson, S. B.
Barbour, W. G.
Buckley, Thomas J.

Gearon, J. H.
Heans, G. B.
Hoyt, Arthur L.

Kelly, Arthur C.
Kerr, King.
Steeves, Susie E.

AT QUEBEC.

Bilodeau, Emile.
Demers, Alfred.

Falardeau, Blanche.

Pouliot, F. X. J.

AT MONTREAL.

Bouchard, Damien T.
Connell, Léon.
Deguise, Napoléon.
Delaney, Margaret.
Desbois, Jean Baptiste.

Healy, Joseph J.
Holdbrook, B. T.
Langevin, Louis W.
Laurier, Raoul.

Marin, M. N. Henri.
Milot, J. Ferdinand.
Terrien, Esdras.
Whelan, Thomas E.

AT OTTAWA.

Armstrong, H. Costigan.
Askwith, C. H. E.
Bance, Henri.
Barton, Marietta J.
Beaudoin, Joseph P.
Beith, Helen Mary.
Baudry, Annette.
Bertrand, Juliana.
Beudet, Eva.
Belliveau, Evangéline
Bennett, Henrietta.
Bennett, Olive Mary.
Black, Lanah A.
Blair, Fred C.
Brown, Florence A.
Briggs, Margaret H.
Conley, George A.
Connolly, Isabella G.
Cooke, Augusta.
Craig, Lottie.
Crough, Annie M.
Davidson, Birdie R.
Dawson, Mary G.
Dawson, Muriel A.
Denis, J. O.
Dewar, Margaret.
Dick, Ida M.
Doyle, Lewis B.
Dubé, Eugène.
DuPlessis, Laure.
Esdale, Ethyl.
Fairbanks, C. M.
Fleming, George E.
Fraser, Robert.
Gagnon, J. S.

Glasgow, Florence C.
Goodhue, Madam M. L. Eveline.
Grondin, M. Blanche.
Hickey, Mary C.
Hill, Emily R.
Hopkirk, Jessie.
Houston, Alice S.
Hunter, Olive.
Inglis, Edna.
Jamieson, Richard F.
Johnson, Laura M.
Jones, J. Henry.
Joyce, Albert V.
Joyce, Frances M.
Kealy, M. Theresa.
Kennedy, Mary A.
Labelle, Wilfrid C.
Lamothe, Alice.
Lapointe, Albert A.
Leddy, John J.
LeSueur, Jessie C.
Lindsay, Grace Marion.
Maloney, John A.
Maunder, Ethel M.
Macbain, Jessie.
MacCallum, Eliza E.
Macdonald, Catherine A.
McCarthy, William J.
McConnell, Jean G.
McGill, John J.
McIlmoyle, Ethel.
McIntosh, Maud M.
McTavish, Lora.
Mills, J. R.
Mohr, E. Lillian.

Nolan, Annie C.
Nash, Annie M.
O'Brian, Jeannette.
O'Connor, J. C.
O'Donahue, Agnes E.
O'Gara, Mary.
O'Meara, M. Emeline.
Pelletier, Marie E.
Percival, Mary F.
Pigeon, J. G.
Potter, Dolly.
Powell, Noemie C.
Roberts, Edith B.
Robertson, E. Blake.
Ross, Eleanor.
Roy, Marie E. C.
Roy, Annie Fraser.
Russell, Helen G.
Russell, Maud C.
Sangster, Berveley T.
Schofield, Charles.
Scott, Edythe A.
Simpson, Vera.
Smith, Rodney C.
Slattery, Mary G.
Stalker, Eva J.
Steele, Minnie.
Stretton, Hannah.
Sutherland, Alice J.
Swinburn, Ada Ethel.
Thomas, Evelyn A.
Valade, Alice.
Watson, Violet M.
Wilson, Mary E.
Wolff, Hallie M.

2-3 EDWARD VII., A. 1903

AT KINGSTON.

Chadwick, Franklin A.
 Donoghue, Helen L.
 Egan, Daniel.
 Fraser, Donald.

Hess, Leon W.
 Hiscock, Edgar C.
 Hogan, James.
 Jordan, A. A.

McPherson, E. A.
 O'Leary, Arthur.
 Thompson, James G.
 Ward, Arthur M.

AT TORONTO.

Brown, Nelson W.
 Campbell, Gertrude B.
 Casserly, Lily A.
 Clarke, Gordon H.
 Clark, J. C.
 Cockburn, Georgie.

Dickson, John T.
 Fielding, Laura G.
 Healey, Loretta.
 Hurley, Mary.
 Jaffray, Mary C.
 Kincade, George L.

Martin, Jacob B.
 Rogers, J. F.
 Roszel, John M.
 Ritchie, Hugh
 Sangster, S. E.
 Winterberry, T. B.

AT HAMILTON.

Laing, Nettie A.

McLean, Christine L.

Wilson, G. W.

AT LONDON.

Mark, John W.
 McNeill, George M.
 Morrison, Rachel.

Ross, Mabel.
 Traher, W. C.

Warde, Elizabeth H.
 Young, R. E.

AT WINNIPEG.

Press, William.

Prost, Alphonse.

AT SAULT STE. MARIE.

Langhton, Malcolm.

AT VANCOUVER.

Holland, William John.
 Lord, Clifford.

McQuarrie, Alex. L.
 Mathison, Neil M.

Robinson, J. W.
 Ritchie, B. L. B.

AT NELSON.

Rutherford, D. W.

Rutherford, William.

Swannell, F. W.

AT VICTORIA.

Clarke, Mabel R.

Certified correct,

JNO. THORBURN, M.A., LL.D.,
Chairman.

A. D. DECELLES, LL.D., F.R.S.C.
 J. C. GLASHAN, LL.D., F.R.S.C.

WM. FORAN,
Secretary of the Board.

OTTAWA, December 19, 1902.

2-3 EDWARD VII., A. 1903

LIST OF CANDIDATES WHO PASSED SUCCESSFULLY IN OPTIONAL SUBJECTS AT
THE CIVIL SERVICE EXAMINATION HELD IN NOVEMBER, 1902.

AT ST. JOHN, N.B.

Hoyt, Arthur L.

Typewriting and Stenography.

AT OTTAWA.

Barton, Marietta J.

Stenography.

Beaudoin, Joseph P.

Typewriting.

Brown, Florence A.

Typewriting and Stenography.

Davidson, Birdie R.

Typewriting and Stenography.

Dewar, Margaret.

Stenography.

Grondin, M. Blanche.

Stenography.

Joyce, Albert V.

Typewriting.

Joyce, Frances M.

Typewriting and Stenography.

Mohr, Elizabeth L.

Typewriting and Stenography.

Russell, Helen G.

Stenography.

AT TORONTO.

Healey, Loretta.

Stenography.

AT HAMILTON.

Laing, Nettie A.

Typewriting and Stenography.

Certified correct, .

WM. FORAN,

Secretary to the Board.

OTTAWA, December 26, 1902.

LIST OF GRADUATES OF CANADIAN UNIVERSITIES WHO HAVE EXHIBITED THEIR DIPLOMAS TO THE BOARD AND WHO, IN CONSEQUENCE, ARE QUALIFIED FOR EMPLOYMENT IN THE PUBLIC SERVICE WITHOUT EXAMINATION.

Year.	Name.	Year.	Name.
1889	W. Ramstead.	1899.....	C. Hislop.
1889.....	A. S. Smith.	1899.....	A. H. Shea.
1889	M. Monaghan.	1899.....	L. J. R. Gaboury.
1890... ..	Henry Brent.	1899... ..	H. W. Charlton.
1890.....	M. Lacaille.	1900.....	Edwin North.
1893.....	J. A. Valois.	1900.....	J. N. Robertson.
1894.....	Alph. Charron.	1900.....	Jno. P. Wren.
1894.....	A. Robert.	1900.....	Frank Ieger.
1894.....	A. W. Beall.	1900.....	S. McEwen.
1894.....	Wm. A. Waine.	1900.....	A. G. Harvey.
1894.....	Roger Goulet.	1900.....	A. M. Maxiven.
1895.....	C. V. DeBrisay.	1901.. ..	Pollock, J. E.
1895	Chs. Amiot.	1901.	Delaney, J. W.
1895.....	Jno. Francis Ran.	1901.....	Fisher, A. E.
1896	J. And. Thomas.	1901.	Purney, W. P.
1896.....	C. T. Sharpe	1901.....	Hood, J.
1896.....	A. A. O'Brien.	1901.....	Leveille, J. O. A. G.
1896.....	Wm. F. Kehoe.	1901.....	Kerr, John.
1896.....	Albert H. Brown.	1901.....	Cowan, C. G.
1896.....	L. Sawyer.	1902....	Walker, David.
1897.....	J. B. Beaulieu.	1902.	Neville, L. P. J.
1897.....	T. A. Howard.	1902.	Kerr, J. H.
1897.....	Albert Beauchesne.	1902.....	Cowan, C. G.
1897.....	C. N. Dalglish.	1902.....	Leveille, J. E. G. G.
1898.....	J. Earnest Colin.	1902.....	Rousseau, Louis.
1898.....	E. A. McKay.	1902.	Laurier, Raoul.
1899.....	W. H. Allison.	1902.....	Lewis, A. B. G.
1899.....	B. C. Cerswell.	1902.....	Millar, Miss M.
1899.....	O. H. Cogswell.	1902	Westover, E. W.

FROM THE FIRST SETTLEMENT TO THE PRESENT TIME

THESE ARE THE NAMES OF THE MAYORS OF THE CITY OF BOSTON, FROM THE FIRST SETTLEMENT TO THE PRESENT TIME, IN ORDER OF THEIR OFFICE.

Year	Name
1630	John Winthrop
1631	John Winthrop
1632	John Winthrop
1633	John Winthrop
1634	John Winthrop
1635	John Winthrop
1636	John Winthrop
1637	John Winthrop
1638	John Winthrop
1639	John Winthrop
1640	John Winthrop
1641	John Winthrop
1642	John Winthrop
1643	John Winthrop
1644	John Winthrop
1645	John Winthrop
1646	John Winthrop
1647	John Winthrop
1648	John Winthrop
1649	John Winthrop
1650	John Winthrop
1651	John Winthrop
1652	John Winthrop
1653	John Winthrop
1654	John Winthrop
1655	John Winthrop
1656	John Winthrop
1657	John Winthrop
1658	John Winthrop
1659	John Winthrop
1660	John Winthrop
1661	John Winthrop
1662	John Winthrop
1663	John Winthrop
1664	John Winthrop
1665	John Winthrop
1666	John Winthrop
1667	John Winthrop
1668	John Winthrop
1669	John Winthrop
1670	John Winthrop
1671	John Winthrop
1672	John Winthrop
1673	John Winthrop
1674	John Winthrop
1675	John Winthrop
1676	John Winthrop
1677	John Winthrop
1678	John Winthrop
1679	John Winthrop
1680	John Winthrop
1681	John Winthrop
1682	John Winthrop
1683	John Winthrop
1684	John Winthrop
1685	John Winthrop
1686	John Winthrop
1687	John Winthrop
1688	John Winthrop
1689	John Winthrop
1690	John Winthrop
1691	John Winthrop
1692	John Winthrop
1693	John Winthrop
1694	John Winthrop
1695	John Winthrop
1696	John Winthrop
1697	John Winthrop
1698	John Winthrop
1699	John Winthrop
1700	John Winthrop

